

≡CHANCELLOR WEST≡

Chancellor West HOA Annual Board meeting

January 5, 2026

Executive session started at 6:30PM

Community session started at 7:00 PM

Meet closed at: 7:55PM

Board Members in attendance: Michael Jordan, Bill Anderson, Stephanie Chen, Becky Walley and Mike Middleton

Community Members in attendance: Tom Ullrich, Steve McCullough, Howard Johnson, Phillip and Elisabeth Scott.

Overview

This meeting, which saw a significant turnout of community members, concentrated on key updates and decisions regarding the HOA's finances, facility reconstruction (particularly the pavilion and shed), pool operations, reserve fund management, landscaping, dam certification, and community engagement. The session featured detailed reports, committee presentations, community survey feedback, officer elections, and planning for the upcoming year.

Meeting Type

- **Annual HOA General Meeting**

- Project Review
- Financial Update
- Facility Planning
- Community Feedback
- Officer Elections

Key Sections

Financial and Treasurer's Report

- **Treasurer's Final Report (Stephanie)**

- Reviewed November and December expenses, notably debris cleanup for the pool (covered by insurance).
- Total expenses for those months: **\$8,212.46**.
- Insurance payout of **\$64,381.61** received; not counted as income until reconstruction is completed.
- End-of-year (December 31) account balance: **\$150,278.45** (checking and savings).
- 2022 income: **\$76,692.29**; expenditures: **\$42,830.23**; reserve fund addition: **\$33,862.06**.
- Reserve spending was intentionally for 2025 (only **\$5,909.38** spent).

- Treasurer's report was unanimously accepted.
- **2026 Budget Projections**
 - Estimated income: **\$83,307** (based on increased assessments and one home sale).
 - Operating expenses similar to the previous year; major change includes hiring only one pool staff due to contracting with a pool maintenance company (**\$13,905 for service and chemicals**).
 - Reserve expenses mainly for pavilion reconstruction (**\$93,500 for pavilion, cement, electrical**), with other projects (picnic tables, fencing) being flexible or deferrable.

Reserve Study & Facility Planning

- **Reserve Study (John Kalb)**
 - Full inspection conducted; guidelines require maintaining at least 30% funded, with 60% considered "well-funded".
 - For the next two years, reserves will be close to 30%; the goal is to reach 100% over time.
 - Recommended annual reserve contribution: **\$42,690** to stay on track.
 - Projected **5% annual assessment increase** through 2035 to avoid special assessments.
 - Reserve fund performed as intended, preventing special assessments after the fire.
- **Physical Inspection Highlights**
 - Major concern: The wooden playscape is deteriorating; full replacement estimated at **\$60,000**, to be phased over multiple years.
 - Maintenance/repair needed for chain-link fence, pool deck resealing (every 15 years), and culvert restoration.
 - Pool equipment (pumps, filters) is in good condition; baby pool filter replaced last year.

Pavilion & Shed Rebuild

- **Committee (John Kalb, Jerry Karson, David Wally)** led planning.
 - Main issues: Damaged concrete pad (repairable), need for new footers, and integration of shed and pavilion structures.
 - Electrical upgrades required; new fans, light fixtures, and switches to be purchased.
 - Two vinyl fence posts to be replaced, covered by insurance.
 - Building permits (for structure and electrical) are to be covered by the contracted builder.
 - Community survey (43 households): Strong support for rebuilding, with only two opposed.
 - **Design finalized:** Central gable, full-span roof, larger club room, future-proofed for possible year-round use.
 - Contractor selection: Veterans Choice (general), subcontractors for electrical and cement, Central Coating for pad finishing.
 - Rendering shared; features include vinyl cladding, necessary railings, and improved accessibility between pool and pavilion.

Elections and Board Changes

- **Officer Elections**

- Four incumbents retained: Michael Jordan Willam (Bill) Anderson Becky Walley and Mike Middleton. Dave Wally replaces outgoing treasurer Stephanie Chen.
- Voice and proxy votes exceeded quorum; slate elected unanimously.
- Special recognition for Stephanie's service during a challenging year.

Operations and Maintenance

- **Pool Operations (Michael Jordan)**

- Transition to Millennium Pool for maintenance (3x/week), reducing the need for in-house staff.
- Installation of new liquid chlorine systems for both the main and baby pools, eliminating granular chlorine storage, and bridging the gap between service and non-service days.
- Board oversight (Mike) and possible tech coverage for non-service days.
- Expected improvements in water quality and cost efficiency.

- **Landscaping**

- Red Twig contracted for ongoing maintenance, front entrance improvements underway.
- Commonwealth Irrigation to handle the irrigation system; plans for additional plantings in brick areas.

- **Dam Operations**

- Agreement with GEI Engineering for operating certificate application (5-year validity).
- Annual dam inspection completed and submitted to authorities; dam compliance progressing well.

- **Recreation Facilities**

- North court crack repair and cleaning planned; pickleball court upgrades and possible half-court basketball addition.
- Cost-saving by self-performing resurfacing work (from ~\$30,000 to ~\$5,000).
- New nets and equipment to be purchased; timing dependent on weather.
- "Fish restocking will be scheduled for March.

Community Engagement & Feedback

- **Community Survey**

- Broad support for the pavilion/shed rebuild.
- Emphasis on a long-term, attractive, and functional design.

- **Communication and Meeting Format**

- Interest in more frequent Zoom meetings and quarterly in-person gatherings.
- Board committed to transparency and accessibility; compliance with HOA/state regulations under review.

Closing Remarks

- **Appreciation for Community Involvement**

- Acknowledgments to the board, committee members, and volunteers for their dedication.

- **Next Steps**

- Planning calendar to be updated and posted online.

- Next meeting scheduled for **February 27**.
- Ongoing monitoring of pool, landscaping, dam, and recreational projects.