

Chancellor West HOA May 2025 Board Meeting

May 30, 2025

Board Meeting Opened at 7:00 PM

Board Meeting Closed at 8:00 PM

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

Residents in attendance: Brian Moon

Topic: Chancellor West Community Board Meeting – Project Updates, Financials, and Maintenance (The May 30th board meeting was postponed due to inclement weather, was rescheduled and held on June 4th, 2025)

Dam Inspection and Certification: The board discussed the required engineering inspection and certification for repairs done on the dam in 2023. The cost increased from \$2,500 to \$4,500 due to company changes, but using the same firm is more efficient than onboarding a new one. The inspection is a one-time requirement for the operating certificate, valid for five years.

Financial Report: The community's total bank balance stands at \$135,492 after accounting for expenses and minimal interest income. Major expenditures included routine maintenance and the dam inspection. The reserve fund is stable, with ongoing monitoring and future planning.

Tennis and Pickleball Courts: Ongoing maintenance includes crack repairs, repainting lines, and equipment upgrades. Plans are underway to add new pickleball courts and upgrade nets. The community is testing new, quieter pickleballs, with feedback being collected from users.

Facility Maintenance and Projects: Several small projects are in progress or planned, including pressure washer repairs, floodlight control replacement, entrance landscaping, window and fascia repairs, masonry work, pool entrance ceiling touch-ups, and tot lot bridge painting. Security concerns about theft at the entrance building were noted.

Community Concerns: Some residents requested lowering the speed limit, but the minimum allowed is 25 mph, and enforcement is problematic. Members noted that complaints about speeding are rare and mostly involve delivery vehicles. When observed, the appropriate company has been notified. It was decided that no further action by the Board is required at this time.

Reserve Study and Budget Planning: The reserve study is being updated, with John Kalb leading the effort. The fund is considered a planning tool for future expenses, and the board is confident in its current trajectory.

ACC (Architectural Control Committee) Reconstitution: John Kalb will join the ACC with Jen Cook to aid in documentation for property changes and additions.

Other Discussions: Memorial Day celebration was successful with high participation. Minor issues like pool pump leaks and landscaping delays due to rain were addressed. The board also discussed security lighting and plans for cleaning the front fence.

Conclusion: The board is effectively managing ongoing maintenance, facility upgrades, and financial planning, despite occasional cost increases and minor setbacks. Community engagement remains steady, and the board is proactive in addressing operational, financial, and security issues to maintain and improve the neighborhood's amenities.

≡CHANCELLOR WEST≡ HOMEOWNERS ASSOCIATION

Board of Directors' Meeting

30 May/4 June 2025

Open Session

Agenda

- **Treasurer's Report & 2025 Budget**
- **Planning Calendar**
- **Projects & Discussions**
- **Member Questions & Comments**

Memorial Day 2025



**Thank you ... Becky Walley, Jill Jordan, and Gail Kalb for decorating
And Bill Anderson as the Grillmaster!**

Treasurer's Report

(As of 30 April 2025)

Income

Interest	0.56
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Account number	Ending balance last statement	Ending balance this statement
6709262973	70,154.33	66,493.12
1585285537	68,998.32	68,998.88
ounts	\$139,152.65	\$135,492.00

Reconciliation

\$ 139,152.65	\$ 139,153.21
\$ + 0.56 Income	- \$ 3,661.21 Expenses
\$ 139,153.21	\$ 135,492.00

Expenses

Recipient	Account	Jan-25
Belman Accounting	Operating Expenses: 6170 Professional Fees	-245
John Kalb	Operating Expenses: 6200 Pool Reserve Expences: 7045 equip. 7010 Tot lot	-826.00
Verizon	Operational Expenses: 6230 Telephone, Internet	-88.73
Dominion Energy	Operating Expenses:6240 Utilities	-78.98
HB Law	Operating Expenses: 6170 Professional Fees	-647.50
Best Water	Operating Expenses: 6200 Pool	-1,775.00
Total		-3,661.21

*Check to Turner's Pool Cleared May 1.
Will be counted toward May expenses.
\$1,478.24

2025 Operating Budget (As of 30 April)

Income	Actual 24	Budget 25	Actual 25
4010 Assessments & Fees	\$71,615	\$76,230	\$76,230.00
4020,4100,4110,4150 Other	\$1,159	\$945	2.26
Income Total	\$72,774	\$77,175	\$76,547.26

Operating Budget			
Account #	Actual 24	Budget 25	Actual 25
6060 Dues & Subscriptions	123	100	25.00
6100 Insurance	2,555	2,700	0
6130 Repairs & Maintenance	554	800	78.96
6140 Payroll	4,549	5,000	0
6150 Office / Petty Cash Expenses	202	500	0
6160 Payroll Taxes	758	900	0
6170 Professional Fees	4,492	6,000	2,616.50
6190 Lawn Maint / Landscaping	13,458	12,000	5,090.00
6200 Pool Maint	7,451	7,500	3930.35
6220 Travel (Veh Gas)	0	0	0
6230 Telephone / Internet	742	800	295.73
6240 Utilities *	2,596	2,600	526.98
6290 HOA Events (Social)	872	900	47.37
6310 Bad Debt	0	0	0
6210 Taxes & Licenses	55	75	0
6180 Violations and Penalties	10	0	0
Operating Total	\$38,417	\$39,875	12,610.89

Addition to Reserve Account	\$34,357	\$37,300	
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Belman Tax

Chancellor West Homeowners' Association Inc Profit & Loss January through April 2025

	Jan - Apr 25
Ordinary Income/Expense	
Income	
4010 - Membership Dues & Fees	76,230.00
4100 - Interest Income	2.26
4150 - Admin & Resale Certificate	315.00
Total Income	76,547.26
Expense	
6060 - Dues and Subscriptions	25.00
6130 - Repairs and Maintenance	78.96
6170 - Professional Fees	2,616.50
6190 - Lawn Maintenance / Landscaping	5,090.00
6200 - Pool Maintenance	3,930.35
6230 - Telephone / Internet	295.73
6240 - Utilities-Elect-Septic-Trash	526.98
6290 - HOA Social Events	47.37
Total Expense	12,610.89

2025 Reserve Budget (As of 30 April)

Reserve Budget		
Account #	Budget 25	Actual 25
7010 Tot Lot	200	78.83
7020 Tennis Courts, Fencing, Lighting	2,000	0
7030 Buildings	0	0
7040 Main & Baby Pools	0	0
7050 Pump Room Mechanical	1,500	0
7060 Pool Furniture	500	0
7070 Fencing: Pool & Lot Vinyl, Chain Link	0	0
7075 Fencing: Parking Lot	0	0
7080 Asphalt Parking Lot	0	0
7090 Concrete Walks, Slabs, & Pool Deck	0	0
7095 Entrance Walls, Fence, Lighting	0	0
7096 Irrigation System	1,000	0
7097 Lake & Dam	5,000	3,750.00
7045 Equipment	0	22.69
Reserve Total	\$10,200	3,851.52

Board
Acceptance

Chancellor West Homeowners' Association Inc Profit & Loss

January through April 2025

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Ordinary Income/Expense	
Income	
4010 · Membership Dues & Fees	76,230.00
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4150 · Admin & Resale Certificate	315.00
Total Income	76,547.26
Expense	
6060 · Dues and Subscriptions	25.00
6130 · Repairs and Maintenance	78.96
6170 · Professional Fees	2,616.50
6190 · Lawn Maintenance / Landscaping	5,090.00
6200 · Pool Maintenance	3,930.35
6230 · Telephone / Internet	295.73
6240 · Utilities-Elect-Septic-Trash	526.98
6290 · HOA Social Events	47.37
Total Expense	12,610.89
Net Ordinary Income	63,936.37
Other Income/Expense	
Other Expense	
7000 · Reserve Component Expenses	
7010 · Tot Lot	78.83
7045 · Equipment	22.69
7097 · Lake & Dam	3,750.00
Total 7000 · Reserve Component Expenses	3,851.52

Proposed CW HOA 2025 Planning Calendar

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
S	M	T	W	T	F	S
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

-  - Holiday
-  - Social
-  - School
-  - BOD Mtg

- XXXXX: Walk About
- 4 July: **Independence Day**
- 12 Aug: First School Day
- 1 Sept: **Labor Day** / Last Swim Day
- 6 Sep: Pool Close Up
- 31 Oct: Halloween
- 1 Nov: **Call for Candidates**
- 27 Nov: Thanksgiving ... **Turkey Trot**
- 1 Dec: **Annual Mailing**
- 6 Dec: Front Entrance Decorating
- 25 Dec Christmas

Sun 11 Jan 2026: Annual Meeting

Other Projects & Discussions →

- North court cleaning & crack repair.
- Pickleball rules in effect
- Paint 4-Square lines in parking lot along the Tot Lot side.
- Community Speed Limit
- Pressure washer repair.
- ****Dam engineering services for Operating Permit.**
- ***Reserve study and 2026 Budget plan.**
- Flood lights timer; Court light replacement.
- ***Weed cleanup & flowers at entrance.**
- Entrance building window replacement and fascia repair.
- Masonry repair of brick wall at pool.
- Pool entrance ceiling.
- Tot Lot painting.
- ***ACC reconstitution: need announcement sent to community.**
- ***2025 RC Study: full or update?**



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Member Questions and Comments

Next

Board of Directors' Meeting

30 June 2025

Executive Session - 7 pm

Open Session - 7:30 pm