

Stillwater Crossings Townhome Association
Annual Board Meeting
6:00 PM
Location: Family Means
1875 Northwestern Avenue South, Stillwater, MN 55082
Date: Thursday, October 18, 2018

Minutes

I. Meeting Called to Order and Welcome

President Wes Humphries called the meeting to order at 6:00 p.m.

II. Confirmation of Quorum

Confirmed quorum of sixteen residents and thirty-three proxies.

III. Introduction of Board Members

President Wes Humphries

Member at Large Lea Morris

Secretary Jennifer Sherwin

Kingwood Management Representative Richard Nauman

- Richard spoke about Insurance and the recommended amount homeowners should have to cover their homes. He asked everyone to please fill in the registration sheet.

IV. Proof of Notice and Minutes of Preceding Meeting

It was confirmed the meeting notice was mailed out to all homeowners. The Annual Meeting Minutes were passed from 2017.

V. President's Comments

President Wes Humphries started the meeting by going over the details of the extensive work being done due to our successful insurance claim. We won the insurance claim after years of negotiation with our insurance company.

1. **Roofs:** The board was happy to announce that after years of planning and negotiation all of the hard work has paid off. The roof project has been completed. The work went very well with very few issues. All issues have now been resolved.
2. **Siding:** Work started on Judd Trail due to the terrain and safety concerns over the coming winter. We planned this project on paper last fall and terrain wasn't considered at that time, hence the reason for the change.
 - Weather has been a major cause of delay. The work is proceeding slowly but the quality of work is excellent.
 - Looking at another 3 to 4 months before the work is wrapped up.
 - REMINDER fixing objects to the siding and decks is not allowed per the rules and regulations.
3. **Screens:** All the screens that were covered by the insurance claim from the storm have now been replaced.
 - All future screen replacement is the responsibility of the homeowner.

- Patio doors were not covered under the claim and are also a homeowner responsibility.
- 4. **Decks:** All decks and posts have been pressure washed and stained. They are all uniform in color for the first time in many years.
 - Future staining will be done every four years unless they deteriorate sooner. If that is the case the board will assess the need at that time.
 - To make life easier for residents and to maintain conformity of the decks Kingwood will now stain the decks and the cost will be passed along to each deck owner. This will ultimately gain residents the best price for the work.
- 5. **Painting:** Door painting continues with a few left to be done. The door colors are not subject to change and the colors correspond to the shutter.
- 6. **Lights:** The dusk to dawn lights are defective. We are working with the vendor to replace the fixtures with the same lights that are on the front doors.
 - The new lights will include a dusk till dawn bulb and can be left on all the time.
- 7. **Sidewalks:** Some units got new sidewalks due to drainage and condition issues. Some sections of the main walk way were also replaced.
 - This is an ongoing process. Between the sand jacking and replacement of the sidewalks trip hazards have been virtually eliminated.
- 8. **Driveways:** The finger streets and driveways are starting to deteriorate and need maintenance. We have done some units this year and next summer will continue.
 - The streets will be our focus now that the roof and siding work is done.
 - In the Spring we will be able to examine our finances
- 9. **Trees:** Trees have been selected. With the wet weather planting may have to wait until spring.
- 10. **Visitor Parking:** There have been issues with visitor parking. Therefore, we have marked the pavement to help keep the parking open for visitors, residents should not park in visitor parking.
 - No Parking was painted where driveways of residents are being impeded. Repainting will be done as needed perhaps once a year.
- 11. **Future Improvements:** The biggest focus will be on streets and driveways. The finger streets on Judd Trail are in particularly poor condition. Some driveways have negative grades and will be repaired first. The front beds need to be replaced. This project has been on the back burner for quite

some time. Hopefully we will be able to improve them next year.

VI. Treasurer's Report: The Association is in good standing. Moving forward we will need to continue to put money in reserves to keep our financial standing strong.

VII. Nominations for Board of Directors: We would love to have another Board member. Please consider it. Attend the meetings, voice your opinion, help create a strong and successful Housing Association.

1. No one came forward for the Board at this time.

VIII. Homeowner Forum:

1. A resident acknowledged the vendor who painted the doors did an excellent job, they were very polite.
2. A resident asked if there was a plan for the privacy fences. The Board will continue to discuss the best way forward with the fences. Fencing is very expensive the section that was recently replaced was \$40,000.00.
3. A resident asked what color the storm doors should be. The Board decided we need to come to a resolution about what the color/requirements will be. It will be discussed and decided upon.
4. A resident asked why we painted the NO Parking instead of putting up signs on the visitor parking. Due to snowplowing we are unable to post signs. The painting was the most effective solution. It was mentioned some Homeowners/Renters use the Visitor Parking please remember the Visitor Parking is only for VISITORS.
5. A resident asked if it would be possible to put gutters up on the back of the houses. As gutters were not part of the original construction of the homes it is not something the board is considering doing at this time. The gutters would mean a great expense for the Association. If you, as a homeowner, would like to install gutters please fill in an Architectural Request Form and submit it to the board to be considered for approval before having any work done.
6. A resident asked for advice on how to resolve an issue with the metal threshold on his door.
7. A resident asked about sand jacking the back patios. The back patios are the responsibility of the homeowner. We did discuss if there were several homeowners who wanted work done, we may be able to get better pricing.
8. A resident said the new staining on the patios and posts looks very good.
9. A resident asked if there was any way she could replace the latch on her windows. She was advised Menards carries the plastic latches to replace them with.

10. A resident asked about the gaps in the sidewalk in the front and at the sides of the house. The lawn vendor will be filling the gaps in with dirt and seed in the Spring.
11. Landscaping will be looked at further in the Spring. Juniper plants will be pulled, river rock will be used as fill in, the flowers by the Stillwater Crossings Sign will be examined for more maintenance free plants, grasses.
12. Two residents volunteered to pull some weeds around the sign and get the bed ready for winter. Thank you to them both for their work!
13. It was discussed to please leave your outside lights on. The new lights really help with the darkness at the association and it will help with security.
14. A resident asked about the difference in cost between cement and blacktop. Cement is better but much more expensive.
15. Garage floors are a Homeowner responsibility.
16. Several people thanked President Wes Humphries for all of his hard work.

IV. Adjournment

- Lea motioned to adjourn the meeting, Jennifer second; motion passed.
- Adjournment at 7:30 pm

****Residents with questions or concerns are urged to contact Richard Nauman at Kingwood Management 651-439-7812 or rnauman@kingwoodmanagement.com*