

Stillwater Crossings Townhome Association

Board Meeting

6:00 PM

Location: Kingwood Management

14520 61st Street Court North

Date: April 26, 2023

Minutes

I. Homeowner Forum

Homeowners Present: Jennifer Braun, Pat & Dan Schleichert, Gillian Stewart, Jean Severson, Darlene Rossow, Linda Glendenning

Dan and Pat brought forward their concern regarding the charges for the snow removal. They made an investment two years ago and put on heat cables and they still received an invoice for snow removal/ice dams. Wes explained it was an extreme winter. Ice dams were forming, and some did form ABOVE the heat cables. The heat cables were doing their job. Leaks and issues were being reported and preventative measures needed to be taken based on the homeowner feedback received to prevent any damage. Heat tape was never presented as a cure to all snow issues but a preventative measure to help. The heat tape has helped in the past. The board felt it was the only way to stop further interior damage, financial hardship, further cost. Please refer to the Declarations. It is within the rights of the board to assess back costs when work is being done that is not a benefit to the whole community. The work has been done, the bills have gone out, they will need to be paid. It is the first time in twenty years that homeowners have been charged. In the future it will depend on the kind of winters we get as to how often this will need to be done. If we get similar winters the roofs will get done.

If there is damage done to the inside of a unit, the homeowner would need to go through their insurance. The board is trying to be proactive and get the snow off before it accumulates too much. The board is also looking into expanding the number of units who will have heat tape installed. This will be at the homeowner's expense.

A homeowner asked for an update on decks and asked if composite was being considered. Composite is a sound and responsible choice, and everyone would be the same and after the initial investment everything would be like for like. The problem is not everyone can afford the initial investment.

Gillian Stewart brought forward an issue with the tuck pointing. She felt hers was unacceptable. Kingwood will send the vendor back to make the correction. She voiced the opinion homeowners share roofs so everyone should be charged for the snow

removal. For reasons previously discussed the board does not agree. She brought up the continued issue with a big white truck being parked on the city street at the end of the road. That is city property. Kingwood did send a letter requesting they do not park there however this is not an Association issue. Please contact the city if you would like to report issues on city streets.

Jean Severson advised she will be having a garage sale. As a reminder Wes stated it is a Stillwater Crossings regulation that each homeowner is permitted to two garage sales per year.

The 2020 ice dam resolution and heat tape were discussed. Walls-In belong to the homeowner. The units second from the end upper units had snow from their roof to the roof below. **Homeowners will need to pay for the snow removal and ice dam removal charges.** They have been given 90 days to pay, interest free. If you are experiencing hardship, please contact Kingwood, the board will consider creating payment plans.

Jennifer Braun suggested splitting the cost amongst everyone at the Association. Wes advised the reason the board decided not to do that is because it only affects individual homeowners. Jennifer also suggested organizing a Spring clean up at Stillwater Crossings. Homeowners can meet up and participate in cleaning up the area. For example, picking up trash, dog waste, etc. as a community homeowners can volunteer and work together. She suggested an email be sent out with a date and time and people can meet up and participate. The Board agreed it is a great idea. They advised Jennifer if she would like to work with Kingwood on the date and time Kingwood will send out an announcement. It was also noted snow removal was not done all the way to the front door. She was wondering if that was because a vehicle was parked too close to the sidewalk or perhaps the crew had changed, and they were not aware. Jennifer Sherwin will discuss with the vendor.

Darlene Rossow asked about the special assessment and why unit 2 has so many issues. Unit 3 has a small roof above. Wes explained unit 2 has a higher elevation the snow they clear off on unit 3 is coming from the snow removal on unit 2. There is a little section above the door on some units some units are continuous. She asked why some people received a bill that keep their unit clear with a snow rake. Homeowners are reminded they should not do their own snow removal as per the Rules and Regulations they can cause damage to the roof and shingles. If the vendor does damage, they are responsible for repairing it at their cost. It was discussed the second unit in has heat cables which should help with the ice buildup. They are effective however there was record breaking snowfall and the snow had to be removed from the roof. There have been units with the heat tape that have leaked. They are still effective; it is a preventive measure not a cure. Why does this happen? Some of it is down to poor construction, however, the Association cannot go back to the builder at this point. Ryland Homes was the builder. Ice dams form for many reasons, and information has been provided to homeowners. Air bleeds from the furnace etc. the temperature you keep your home at

can influence ice dams. The prevention of ice dams is what led to the snow removal. Darlene voiced her concern for the assessments for snow removal and for the decks on top of the City Assessment. Decks are a limited common element as are the patios. Homeowners are responsible for paying for their upkeep. Lea Morris suggested perhaps it will be necessary to have a meeting with the deck owners so they can voice their opinion and get a further understanding of the deck life and the repairs that need to be completed.

Linda Glendenning asked for clarification moving forward every time snow removal is required will the end units be billed. It was confirmed yes. She also voiced her concern that she felt when they were doing her roof they were chopping at the ice with shovels and the roof may have been damaged. Kingwood will send Buildtec out to look at her roof. It was confirmed that when the heat cables were put on at several addresses the homeowner had to cover the cost. Linda mentioned her concern that the patio project has been pushed forward to 2024. She has a gap in her patio that needs to be addressed and she has to take great care as the patio is dropping. Wes agreed this should be looked at and Kingwood will have Advanced Sand jacking come out to assess the situation and see how this can be repaired for her. Sand jacking is done at the homeowners expense.

It was requested the sidewalk at 1254 Bergmann Drive be looked at as well.

The pine tree behind 1249 and 1251 is leaning at a 45-degree angle. Kingwood will follow up with Alliance Tree care for advice on how to deal with the tree and ensure they made note of the tree on their walk through.

A homeowner brought up the portable restroom that was placed on the street/sidewalk. This has been placed there temporarily by the city for their work crews. Wes suggested to the city that they take the park out of the rotation for any sports games this season.

II. Business Meeting

A. Call to Order

Called to order at 6:03 PM.

Attendance: Board Members Wes Humphries, Terry Dryer, Lea Morris via Phone
Kingwood Management: Jennifer Sherwin, Property Manager.

B. Approved March 29, 2023, minutes

B.1. The minutes were approved by the Board. Lea made the motion to approve, Terry 2nd, motion carried.

C. Financial Report

C.1. Review of Financials

Discussed by the Board and Jennifer Sherwin. The financials are in good standing for the Association and the Reserves are on target as per the budget.

C.2. Delinquencies

The Board discussed delinquencies and fines.

D. Management Report

D.1. Incident/Complaint Reports

Discussed by the Board and Jennifer.

E. Old Business

E.1. Rules and Regulations and Fine Matrix

The board discussed several homeowners who performed their own roof raking/ice dam removal over the winter after they were advised not to do so and how they will need to move forward in the future to ensure all homeowners are in compliance with the Governing Documents of the HOA. The board will be revisiting the fine matrix and the Rules and Regulations to ensure the language is clear, fines are appropriate and will deter homeowners from not complying with the Governing Documents, and that homeowners will be responsible for any damage done and liability.

E.2. Parking

It has been noted that people are parking their cars in their neighbor's driveway space where the rocks were black topped over impending on their neighbors and illegally parking on finger roads. The board is discussing raising that fine to \$250.00. Please Park within the confines of your own driveway and do not park in your neighbor's space. At no time are vehicles allowed to be parked on the finger streets blocking the driveway entrance.

E.3. Decks

The board and Kingwood Management discussed the state of repair of the decks. Most of the decks are original and have reached the end of life for a deck. It is an expensive investment for homeowners and the board discussed many options of how to keep costs down while ensuring they are safe and are aesthetically pleasing.

One board member suggested that although homeowners should not repair their own deck could they be allowed to power wash and stain their own decks with the selected color if they fill in the architectural request form and get approval from the board first. The board would be able to control the color and the brand. Give the homeowners a timeline and if they do not have their deck completed by the deadline then the association could step in and have it done and bill them back. At this time, this is not an option.

One board member brought up the concern that if decks are not all done on the same cycle, they will look different. One of the reasons he moved to an HOA was because he enjoys the continuity of living at an HOA where things match and are maintained to a standard. The decks are in various states of repair. Not every deck needs to be rebuilt and some may only need replacement boards. The board needs to ensure the decks are fixed by licensed vendors and are safe and secure.

There will be decks that will need replacement or boards that will need to be replaced. New boards need to be cured for a year before they can be stained. The original project to have the decks power washed and stained has brought to

the attention of the board that more research needs to be done on every deck before an informed decision can be decided upon.

Crown Exteriors will evaluate eight decks, 20% of the decks, two that face every direction to give a clear and concise recommendation.

The board discussed the color of the decks. They considered the color should look good with grays and browns. They have selected Cabot Stains, Semi - Transparent, BARIC 0338. As there will be a color change it is important, they all be done on the same cycle. The board needs to continue discussion after Crown Exteriors gives the board their assessment.

E.4 Special Assessment

Kingwood Management brought up the feedback from homeowners regarding the snow removal and the costs and charges again. The board has stated the decision has been made. The money is due as charged. Homeowners have been given 90 days to pay the special assessment interest free. No further discussion will be made. The board has voted on and discussed the special assessment Kingwood acts on behalf of the board and takes direction from your board.

F. New Business

F.1. Front Flower Beds at the Entrance

The Board discussed how the front flower beds should be addressed in the future. There will be flowers planted this year. However, moving forward should the space be updated to better represent Stillwater Crossings.

G. Schedule Next Meeting

Date: May 24, 2023

LOCATION: Kingwood Management Office, 14520 61st Street Court North

TIME: 6:00 PM

III. Adjournment

Wes motioned to adjourn the meeting. Terry second; motion carried. Adjournment at 7:44 PM.

**There are open seats on the Board of Directors.
Please contact Kingwood to express your interest.**