

Stillwater Crossings Townhome Association

Board Meeting

6:00 PM

Location: Kingwood Management

14520 61st Street Court North

Date: May 24, 2023

Minutes

I. Homeowner Forum

Homeowners Present: Mark Flis and Gary Englund

Mark Flis introduced himself and said although he is not able to join the board, he would like to start attending meetings so he can offer his expertise. Mark addressed his questions to the Board, and they were discussed.

Gary Englund had several questions for the board regarding the Association. His questions were answered.

II. Business Meeting

A. Call to Order

Called to order at 6:06 PM.

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

B. Approved April 26, 2023, minutes

B.1. The minutes were approved by the Board. Terry made the motion to approve, Lea 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. Fines need to be pursued more diligently by Kingwood Management. Discussed adding late fees to fines.

D. Management Report

D.1. Incident/Complaint Reports

Discussed by the Board and Jennifer. A lot of homeowner feedback regarding snow and ice dam removal.

E. Old Business

E.1. Tree Maintenance Update

The board discussed the tree near 1251 Bergmann Drive damaged over the winter. It is leaning at a large angle. Two options from Alliance Tree Care 1. Leave it alone although it could fall. 2. Cut it down. The other tree seems to be struggling because of

the tree leaning. Lea made a motion to cut the tree down and Terry seconded the motion. The board will consider replanting in the area next year.

E.2. Seal Coating and Crack Sealing

Seal Coating and crack sealing will begin in July on the roads that were paved first. This will take place on a three-year schedule. Sealcoating is important to cover the entire road and seal all the micro cracks, prevents water from getting into the cracks, protects the large investment made to pave the roads.

E.3. Sidewalks and Patios

The board discussed the bid from Advanced Sand jacking and looked through it in detail. The board asked Kingwood to have the bid separated, so patios are bid separately to what the Association takes care of. The patios are a homeowner's expense. Kingwood will reach out to Advanced. They will warranty the work have them view the property every year.

F. New Business

F.1. Heat Cables

Wes discussed putting a heat cable project into place in the Fall for homes that have ice dam issues and leaking. Homeowner cost.

F.2. Edging

There is a lot of edging that needs attention at the Association. If Valley Green cannot schedule the large project Kingwood should seek bids for landscaping companies who may be able to do the project. Dead bushes also need to be taken out. If the Association removes a dead bush they will not be replanting at this time. If a homeowner wants to replace a bush, please fill in an Architectural Request Form.

F.3 Fines

The board discussed fines and the steps that should be taken to collect outstanding fines owed and what can be done from a legal standpoint and following the Governing Documents. Ultimately a lien can be put on a home if there is outstanding money owed. Letters will be sent out and Kingwood will look into collection agencies as requested by the board to do.

G. Schedule Next Meeting

Date: June 28, 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 7:50 PM.

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