

Stillwater Crossings Townhome Association Annual Meeting

September 30, 2024, 6:00 PM | Stillwater Public Library

Minutes

- A. Call to Order:** Called to order at 6:00pm.
Board Members: Lisa Tschida, LeeAnn Olson, Kris Neuman, & Gillian Stewart
Kingwood Management: Sara Jenkins, Property Manager
- B. Confirmation of Quorum:** Lisa Tschida requested confirmation of quorum. Sara Jenkins confirmed quorum was met with a total of 53 Homeowners, 26 present and 27 by proxy.
- C. Approval of Agenda:** Motion to approve agenda by LeeAnn Olson, seconded by Gillian Stewart. Motion passed.
- D. Introduction of Board Members:** Lisa Tschida, President. LeeAnn Olson, Secretary. Kris Neuman, Treasurer. Gillian Stewart, Member at Large.
- E. Proof of Meeting Notice:** Sara Jenkins verified proof of meeting notice mail to homeowners in addition to email notices.
- F. Approval of Previous Meeting Minutes:** LeeAnn Olson, Secretary, requested approval of 2023 Annual Meeting Minutes. Gillian Stewart made a motion to approve the minutes, seconded by Kris Neuman. Motion passed.
- G. President's Report:** Lisa Tschida reviewed projects that are completed, in progress, and planned for the remainder of 2024 as follows:
- a. Patio Project- has been in the plans since 2021. It is finally completed. Included option for homeowners to expand their patio to have a larger space.
 - b. Dryer vent cleaning was done this summer and will be done every 2 years.
 - c. The HOA Board Members have reviewed and revised the Rules and regulations. They have been updated and aligned with our Bylaws.
 - d. Decks are ongoing due to board replacement that requires the curing of the wood before it can be stained. They will all be completed next spring. Decks that are not in compliance will receive fines. Please contact Sara if you have not completed your deck and the board will work with you. Fines are accumulative and will keep adding up if not in compliance or communication.
 - e. Sealcoating Phase 1 was completed this summer. Phase 2 is planned for 2025, and Phase 3 is planned for 2026.
 - f. Sidewalks: Phase 1 was completed in 2023. Repair and replacement was done on the sidewalks in greatest disrepair. The repair was through a process of sand jacking. It had been decided to complete sidewalk repairs in phases over 3 years. Phase 2 was scheduled to be completed in 2024. Phase 2 had a very small budget. However, after seeing how sidewalks that were sand jacked in 2023 were already failing, the board decided to stop that sidewalk plan. The board did not want to continue spending money that way. The new plan will be to replace all sidewalks in need of repair in 2025
 - g. Landscaping: Phase 1 currently underway in the back yards which includes removal of black edging and replace with improved quality around patios and extending in front of the decks. The design change was implemented to decrease the manual labor of lawn mowing. Shrubs and bushes were removed that were planted incorrectly/or dying as per landscaping professional. Downspouts will be extended beyond the edging to direct water away from the buildings. Phase 2 is planned to be completed after the sidewalks are done. Phase 2 will include the edging and rocks in the fronts and appropriate shrub plantings.
 - h. Trees: We contract with Alliance Tree Care for work to be done on the property. This work has been

happening throughout the spring, summer, and fall. We have received a bid for work to be done on the property including disease identification, treatment or removal. There have been some trees that have fallen which have been removed. We are also considering planting along 62nd Street in preparation for the hospital build. Considerations include privacy and aesthetics. Too many unknowns currently for a final decision.

- i. **Garden Committee:** A garden committee was created this year to plan, plant, and maintain the front entrance gardens. With a small budget of \$400 we were able to add some perennials and hydrangeas, more dirt, and mulch. Plans to add more plants next year along with sign repair. A thanks to those who have worked hard on the gardens and continue to water and weed.

H. Treasurer's Report: Kris Neuman, Treasurer, reviewed reports and financials are in good standing. Monthly HOA dues were increased last year by 5% to cover the 40% insurance increase. 2025 Budget will be completed in October and posted November 1st. Unexpected expenses this year include damaged trees due to storms and extermination of bees and carpenter ants.

I. Board of Directors Nominations: There are two open seats on the Board of Directors. Gillian Stewart is seeking to fill one seat. Board asked for any nominations from the Homeowners present. The Bylaws require Board members to occupy their Unit to serve on the Board. No qualified Homeowners volunteered. A Homeowner who does not qualify suggested to other owners to serve if they have not. Discussion on the possibility of amending the Bylaws to change the number of Board positions and qualifications was had. The problem: it costs a lot of money to have amendments made since it involves an Attorney and requires 67% of Homeowners to approve, which is 96 Homeowners. The Board has consulted with the Attorney on operating with 4 positions, the Attorney said the Board can operate as is as long as the Board is actively advertising the open position(s). The Association has business to conduct (paying bills, contracting services, Homeowner issues, etc.) and that cannot be stopped due to a lack of volunteer participation.

J. Presentation of Candidates and Election: Gillian Stewart is the only candidate. Homeowners were asked to raise their hand to vote for Gillian Stewart. 53 votes, none opposed. Gillian Stewart is an official Board Member.

K. Homeowner Forum

- a. Question raised regarding the cost of snow removal since we had little snow last winter. We have a contract which is the same every year whether we have little snow or an abundance. If it snows in April, there is an additional cost
- b. Question raised about water cost Sara provided information that the cost of water has gone down this summer.
- c. Concern raised about percentage of renters. We have 142 units in our Association. There are 30-35 units rent which is 20-25%. Per Bylaws, we do not have a limit to the number of rentals. Changing Bylaws entails lawyer fees as well as 67% of Homeowner approval. It is unclear how rental units affect the value of our properties.
- d. Question raised about responsibility of the weeds. Valley Green is responsible for weed control.
- e. Question raised about the sidewalk project if this is a limited common element. They are a limited common element but historically the Association has covered the expense instead of assessing it back to the Homeowner. Once the sidewalk project and front landscaping are completed, there are no big-ticket items on the agenda.
- f. The pad under air conditioners should be cleared of rocks to make sure they are in good repair. The air conditioner needs to be on a pad, not patio blocks.
- g. Concern about a hill used for sledding that has trees at the bottom.
- h. Suggestion made to create an optional Association Directory. Please submit your name, unit number, contact information to sjenkins@kingwoodmanagement.com.

L. Adjournment: Lisa Tschida made a motion to adjourn the meeting at 7:11pm, seconded by LeeAnn Olson.

Submitted by LeeAnn Olson, Secretary