

Stillwater Crossings Townhome Association Board Meeting

July 10, 2024, 4:00 PM

Country Inn & Suites

2000 Washington Ave, Stillwater, MN 55082

Minutes – Approved April 14, 2025

- A. Call to Order:** Called to order at 4:00pm.
Board Members: Lisa Tschida, LeeAnn Olson, Kris Neuman, & Gillian Stewart
Kingwood Management: Sara Jenkins, Property Manager
Homeowners: 25 homeowners were present.
- B. Approval of Agenda:** Motion to approve agenda by LeeAnn Olson, seconded by Gillian Stewart. Motion passed.
- C. Approval of Previous Meeting Minutes:** Motion to approve April 11, 2024 Meeting Minutes by Gillian Stewart, seconded by LeeAnn Olson. Motion passed.
- D. Financial Report:** May Balance Sheet and Profit Loss was sent to owners with meeting notification. Kris Neuman, Treasurer, summarized the financial report. Reserves are at a strong balance. Borrowed money from ourselves to pay for the insurance, the borrowed amount will be paid back in 2024. Association is on/under budget. Dues increased \$14 for 2024 - \$12 for insurance and \$2 for operating expenses. Unforeseen expenses have been trees falling and pest control.
- E. Management Report:** Dues and fines are being paid. Communication has been great from Homeowners. Patio invoices were sent and are being paid – thank you!
- F. Old Business**
- a. Review Front Doors & Decks
 - i. The approved storm door styles are posted on HOA website. The approved exterior front door will be posted on HOA website. The color is white or the same color as the shutters on your building. Reminder ARC form needs to be completed and submitted to KM. Door frame is a homeowner responsibility. Rot can be minimized by a storm door.
 - ii. Many of the decks stained white are having problems with peeling/fading. Further discussions amongst the board members is planned to find resolutions. Some decks are not finished due to new wood needs to be cured prior to stain application.
 - b. Garden Committee: Plants have been planted and mulch applied. Entrance sign work will be budgeted for 2025.
 - c. Other Old Business: None

G. New Business

- a. Updated Rules & Regulations: Rules & Regs have been updated to coincide with the Governing Documents. The Rules & Regs are posted on the HOA website and will be emailed to Homeowners.
- b. Patio Project: Patios are a limited common element therefore a homeowner's responsibility. ACI will be completing the work. The Board obtained 4 quotes, chose the middle priced. Work will start early to mid-August, will receive a 2-week notice. Suggestion was made to have ACI save/reuse the rocks from those who are getting an expansion. Sara will talk with ACI.
- c. Sealcoating Phased Project: First driveways completed in 2020 will be seal coated this year.
- d. Sidewalk Phased Project – Phase 2: Second phase of the sidewalk project will be scheduled this summer as well.
- e. Landscape Improvement Plan: Edging design is going to be changed for appearance and to accommodate mowers, will be budgeted to start in 2025. Suggestion was made to have diverters on the gutters for better drainage and ensure spouts are long enough that water isn't pooling in the landscape areas.
- f. Other New Business: None

H. Homeowner Forum

- a. A homeowner submitted a concern amending the bylaws in regard to Board of Directors. The Board has discussed this but will be costly as it requires an attorney – a quorum is required for this (96 owners). Question: Is this something the Homeowners would like to pursue?
- b. A homeowner submitted a concern on maintenance items throughout the Association that need to be taken care of. The Board and Kingwood did note these during the spring walkthrough. Working on bids and planning for the 2025 Budget.
- c. A homeowner submitted a question on the no parking/visitor parking on 1240-1255 Bergmann Drive finger road. The board will follow up needed regarding reinstalling the visitor parking area.
- d. Can homeowners take care of and replace the shrubs in between the front sidewalks? Yes, an ARC form is required.

I. Next Meeting: Next meeting will be the Annual Meeting held in September. No set date or time yet.

J. Adjournment: Motion to adjourn at 5:30pm by Lisa Tschida, seconded by Gillian Stewart. Meeting adjourned.

Submitted by LeeAnn Olson, Secretary