
STILLWATER CROSSINGS TOWNHOME ASSOCIATION ANNUAL MEETING

Tuesday October 21, 2025, 6:45pm | Stillwater Public Library

~Draft, not yet approved~

A. Call to Order: Called to order at 6:45.

Board Members: Lisa Tschida Gillian Stewart, & LeeAnn Olson

Kingwood Management: Sara Jenkins, Property Manager

B. Confirmation of Quorum: Lisa requested confirmation of quorum. Sara confirmed quorum was met with a total of 52 Homeowners, 18 present and 34 by proxy.

C. Approval of Agenda: Gillian Stewart motioned to approve the minutes with the correction to F: 2024 Annual Meeting Minutes. Lisa Tschida seconded the motion. Motion passed.

D. Introduction of Board: Lisa Tschida, President. Gillian Stewart, Vice President. LeeAnn Olson, Secretary.

E. Proof of Meeting Notice: Sara Jenkins verified proof of meeting notice mailed USPS and emailed to homeowners on September 23, 2025.

F. Approval of 2024 Meeting Minutes: Lisa Tschida motioned to approve minutes. Gillian Stewart seconded the motion. Motion passed.

G. Annual Report

a. Treasures Report – Sara Jenkins

- i. Unexpected expenses off budget included increased Insurance by 35%; storm damage repairs/tree removal; increased Sewer/Water/Electricity; sidewalk project due to more replacements than originally projected. Funding reserve needs to be a priority.

b. Presidents Report – Lisa Tschida

- i. Sidewalks were replaced and paid for through the Reserves – no assessment to homeowners. Sand jacking the sidewalks was not effective and a waste of funds.
- ii. A few trees were planted to replace some taken out a few years ago. A few trees were damaged and needed to be removed/cleared from storms.
- iii. Phased project for front landscaping both hard scape and greenery will be discussed Spring 2026. There are no scheduled plans currently. Plantings between sidewalks can be personalized if appropriate for space and approved ARC form is obtained. Reminder, the more shrubbery the more our lawn care cost could increase.
- iv. Replaced the Front Entrance Signs which were in a state of disrepair
- v. Replaced finger road address signs and added unit numbers to the back of all the units. The unit numbers are helpful to vendors, and they help in the event of an emergency.
- vi. Lawn repair started in areas. Will continue in 2026 where needed.
- vii. Entrance gardens have been kept up by Garden Committee. This is a volunteer group, and welcome help.

- viii. Seal Coating Phase 2 completed, results were marginally acceptable. Will be looking at other companies for Phase 3.
- ix. The Board and Kingwood looked into different lawn care services prior to the contract signing this year. Valley Green will only increase by 2% for the next two years. Looking into how late in the season the fall clean up can be done due to large amount of leaves that fall in November.
- x. Tree trimming to be done once trees are dormant for the winter. Reminder to not trim trees now as it may cause the tree to die.
- xi. Lakeview Hospital. It has been mentioned that the walking path may be changed to connect with Curve Crest. This may cause a loss of more trees. Statements have been made that Lakeview has intentions of planting trees further into the project. Board and Kingwood are in communication with the Hospital and City of Stillwater in terms of updates to the close communities. If you have questions, concerns, etc. please contact the Hospital or City directly.

H. Election of Members to the Board of Directors

- a. No letters of interest or nomination were received.
- b. Two homeowners are considering joining the Board.

I. Bylaw Amendments

- a. Homeowners present that did not turn in a ballot voted on the 5 proposals. All 5 approved of each proposal. Confirmed signatures on sign-in sheet.
- b. Board of Directors discussed adding a section in the Rules and Regulations to include waving the waiting period in the case of inheriting a townhome.

J. Open Forum

- a. Lisa Tschida, President opened discussion regarding the HOA Expenses 2019-2025 and Explanation of Dues Increase provided in packet (enclosed).
 - i. As the grid demonstrates Water, Sewer, and Insurance has increased the most over the past 4 years. The Dues have only increased \$102 in 16 years.
 - ii. The Board is committed to keeping and building a strong reserve to operate and maintain property whereby homeowners have pride in ownership.
 - iii. There will be an increase in dues starting January 2026 somewhere around 10-15%. The 2026 Budget and Dues Increase notice will be sent by November 26, 2025.

K. Adjournment: Meeting Adjourned at 7:48 pm

Respectfully Submitted by LeeAnn Olson, Secretary

HOA Expenses

2019 - 2025

This does not include building maintenance + supplies, trees/landscaping, irrigation, projects, taxes, postage, legal fees, and other expenses.

	2019	2020	2021	2022	2023	2024	2025*
Garbage	\$ 46,350.86	\$ 49,151.48	\$ 50,338.32	\$ 51,778.08	\$ 56,736.34	\$ 57,577.32	\$ 58,875.54
Electric + Gas	\$ 10,599.83	\$ 10,404.85	\$ 10,077.55	\$ 15,947.09	\$ 14,669.08	\$ 13,348.75	\$ 15,089.28
Water	\$ 18,272.40	\$ 25,428.98	\$ 16,896.45	\$ 25,735.54	\$ 33,738.75	\$ 20,913.47	\$ 32,718.12
Sewer	\$ 40,526.00	\$ 57,173.20	\$ 58,880.10	\$ 56,213.39	\$ 52,503.74	\$ 56,547.59	\$ 64,519.32
Insurance	\$ 74,806.15	\$ 70,187.09	\$ 66,735.67	\$ 49,590.53	\$ 66,653.95	\$ 88,551.93	\$ 107,650.93
Lawn/Snow	\$ 69,617.38	\$ 70,340.87	\$ 71,501.10	\$ 73,741.52	\$ 81,865.57	\$ 84,388.80	\$ 84,107.61
Extermination	\$ 1,413.90	\$ 1,442.29	\$ 1,870.96	\$ 2,185.55	\$ 2,018.16	\$ 7,860.67	\$ 2,409.33
Monitoring	\$ 16,935.78	\$ 17,202.80	\$ 15,457.28	\$ 16,894.20	\$ 15,793.67	\$ 18,773.36	\$ 17,968.56
Reserves	\$ 70,019.40	\$ 70,019.40	\$ 70,019.40	\$ 70,019.40	\$ 70,019.40	\$ 58,019.40	\$ 60,000.00
	\$ 348,541.70	\$ 371,350.96	\$ 361,776.83	\$ 362,105.30	\$ 393,998.66	\$ 405,981.29	\$ 443,338.69

*: Actual Jan-Aug, Budget Sept-Dec

Explanation of Dues Increase

- The goal of a dues increase is to maintain the property, which in return maintains the value of the property and all units.
- Our Operating Expenses increase each year – especially insurance, water, and sewer. The Association not only pays for the water and sewer for each unit but irrigation as well. With 142 units and the green space, increases add up quickly.
- Reserve Withdrawals have been higher than Reserve Contributions for many years. It is important to contribute more to the Reserves to fund for now and the future of the Association. The Reserve Balance is looked at by potential buyers (& lenders).
- Since 2009, Dues have only increased a total of \$102. Which is very minimal. The Board of Directors and Kingwood Management have all worked together over the years to keep the dues increases as minimal as possible.

	Stillwater Crossings: irrigation, lawn & snow, garbage, water, sewer, sprinkler monitoring, property management, insurance, reserves – 142 units	Other HOA: irrigation, lawn & snow, property management, insurance, reserves – 98 units
Dues 2016	\$245 per month	\$155 per month
Dues 2017	\$248 per month	\$155 per month
Dues 2018	\$248 per month	\$155 per month
Dues 2019	\$258 per month	\$170 per month
Dues 2020	\$278 per month	\$185 per month
Dues 2021	\$278 per month	\$190 per month
Dues 2022	\$278 per month	\$290 per month
Dues 2023	\$283 per month	\$290 per month
Dues 2024	\$297 per month	\$325 per month
Dues 2025	\$305 per month	\$345 per month