

Reflections at Hidden Lake
Regular Board of Directors Meeting
Thursday, June 4, 2015 – 7:00 pm
Darien Police Training Room

I. CALL TO ORDER/ROLL CALL

President Karen English called the Regular Meeting of the Reflections Association Board to order at 7:00 p.m.

Board Members Present:

President Karen English
Treasurer Catherine Griffin
Director Joanne Blattner

Absent:

Vice President Derek Ahlburn
Secretary Sandra Starck

Also present were Property Manager Brett Kovel representing Elite Management, Recording Secretary Laura Griffith from Karick and Associates, and seven homeowners.

II. APPROVAL OF THE MINUTES

A MOTION was made by Treasurer Griffin to approve the minutes of the February 19, 2015 Board meeting. Seconded by Director Blattner. Motion Carried Unanimously.

III. FINANCIAL AND ADMINISTRATIVE

A. April 2015 Financial Report

Operating Funds - \$130,191.64
Reserve Funds - \$457,275.88
Total Funds - \$587,467.52

Property Manager Kovel noted that there were no profit and loss issues to date. The Association was running slightly over budget mostly due to insurance.

B. Collections Report Through May 31, 2015

There was approximately \$5,400 outstanding. One unit had paid off, and two units had demand letters sent out. Nothing was at a law suit level.

C. Management Report from Elite Management

- The warranties had been posted on the website for the roofs that had been replaced. The replacement schedule was posted, and once the last roofs were done, this would be completed. There were 18 buildings remaining.
- New chimney tops were looked into, but this was an expensive project. Instead, they would be painted as part of the painting project.
- Deck replacement specifications were also available on the website. The plans on the website could be taken to the Village for a permit.
- Upcoming capital projects included light fixture replacements.

- BPM was still handling the regularly scheduled maintenance. The first round of pruning would be done this month. Drescher was working on getting replacement numbers for landscaping for the fall.
- Work orders had been light. Adams had done some work. Merrick had some painting to complete, but this was almost done.
- Thin brick walls still needed to be inspected. Carpentry bids would be sent out soon to do this. The emergency cases were taken care of.
- The pond was done for now as far as capital expenses.
- Violation letters were processed through the office regularly.
- Newsletters and Board minutes were posted to the website.
- Architectural changes were submitted to the Board for informational purposes. There were no outstanding variance issues.
- The FHA approval had been allowed to expire.
- Rules and regulations had been updated to include specifications posted.
- There were two to three closings per month of all size units.
- Kramer was coming out to look at the willow tree. It was not pruned over the winter because they thought it was going to need to be removed. This was still in discussions. It was also noted that crabtrees were getting closer to houses, so Kramer was notified of this to trim them back.
- A response was sent to the insurance company regarding the recommendations that they had submitted.

IV. GROUNDS AND BUILDING MAINTENANCE

A. ADS Mother Board Replacement

A MOTION was made by Treasurer Griffin to approve ADS mother board replacement at 8387-8397 Mystic Trace for not to exceed \$1,636. Seconded by Director Blattner. Motion Carried Unanimously.

B. American Sealcoating & Maintenance

It had been three or four years since all the driveways and parking areas had been seal-coated. There was some discussion regarding squirrel problems.

A MOTION was made by Treasurer Griffin to approve American Sealcoating and Maintenance sealcoating of all 300 drives and guest parking areas for \$15,000. Seconded by Director Blattner. Motion carried unanimously.

C. Adams Roofing

The problems with the timing on the roofing were explained. Going forward, specific schedules would be submitted, including cleaning up debris.

A MOTION was made by Treasurer Griffin to approve Adams Roofing annual change order to replace the roofs on six buildings for \$273,200 with new language regarding timing and scheduling. Seconded by Director Blattner. Motion carried unanimously.

D. *BPM Enterprises*

A MOTION was made by Treasurer Griffin to approve BPM Enterprises mulching of association focal points for \$3,600. Seconded by Director Blattner. Motion carried unanimously.

V. NEW BUSINESS ITEMS - None

A. *Multi-Year Painting Project Bid*

Property Manager Kovel had put together several bid packages. The money was budgeted to do 10 buildings per year for approximately \$30,000 - \$40,000. He was starting to notice the wood trim looking unmaintained. This project would include an aesthetic coat of paint on the garage, doors, trim, etc. This would take five years to complete in full. A homeowner said that the buildings had only been painted once in 21 years. There was some discussion regarding the various vendors and comparing prices.

Treasurer Griffin was not in favor of doing this this year with the other projects going on. She felt that the roofing project had come in higher than expected. She was also concerned about painting doors and wanted to enforce the color over the next year. This item would be tabled until the next meeting.

B. *Landscaping & Snow Bid*

Property Manager Kovel said that a number of contractors had submitted landscaping and snow removal bids. The current contract was about \$20,000 less than the other bids. One contractor was competitive with the current contract. It was requested that the Hartman and Ground Pros bids be investigated further. There was also brief discussion regarding a snow cap being on most bids. Property Manager Kovel noted that the current contractor, BPM, required a lot of hand-holding. So, the Board and Property Manager were considering whether the company was worth the extra time.

The Landscaping bid response was discussed. It was noted that mid-season landscaping changes could be difficult. If the timing of the landscape contractors was late, the Board may need to find another snow plow vendor for this year. This item would be tabled for further investigation.

C. *Garage Sale*

There was some discussion regarding whether the garage sale was happening. It was noted that permits were required through the city but were free. Property Manager Kovel noted that this was for the end of June.

VI. HOMEOWNER FORUM

A homeowner said that when she painted the trim, she noticed all the houses were painted off-white. However, the only common color to all the buildings was white. There was some discussion regarding the gutters being white and off-white. It was noted by several people that the white looked better. Property Manager Kovel would talk to the painter.

A homeowner said that Merrick previously power-washed and stained decks and asked if he still did this. Property Manager Kovel said that he was and pricing was expected to still be competitive. When the painting project was approved, there would be an option to have the decks stained through the contractor. Pricing would be between \$370 and \$465. There was some discussion regarding taking care of this through Merrick now if needed.

A homeowner wanted to understand who was responsible for landscaping in the courtyards. Property Manager Kovel said that this was the responsibility of the owners surrounding the courtyard. There was some discussion regarding who decided what would be put in that area. Violations for owners not happy with what was put in there could be called into the Management.

A homeowner asked about landscapers spraying for weeds and if they could pull the weeds. It was noted that spraying did not take as long, and not all courtyards were maintained the same. Weed complaints could be submitted to Management.

A homeowner asked if the ice damming material would be put in as part of the roofs. It was confirmed that it would. The owner also wanted to note that she was in favor of painting the buildings.

A homeowner asked about balconies being the responsibility of the homeowner. She had called five different contractors regarding replacing the wood on the balcony, but the ones contacted would not come out for one balcony. Property Manager Kovel said that contractors for Associations would not do this; however, a carpenter could be called to handle one balcony.

A homeowner asked how to go about restricting renters on the property. The Board said that a year or two ago, this had gone out to the owners for a vote, but there had not been enough response to legally take action.

There was some brief discussion regarding sending violations to Management.

VII. ADJOURNMENT

A MOTION was made by Director Blattner to adjourn the meeting at 7:51pm. Seconded by Treasurer Griffin. Motion carried unanimously.

Respectfully submitted,
Laura Griffith
Recording Secretary
Karick & Associates

This document is subject to correction as noted in the minutes of the next meeting.