

REFLECTIONS AT HIDDEN LAKE

Board of Directors Meeting

Wednesday, November 21, 2019 - 7:00 p.m.

Darien Police Training Room

I. CALL TO ORDER/ROLE CALL

President Karen English called the meeting to order at 7:08 p.m.

Karen English	President	Present
Joanne Blatner	Outgoing Vice President	Present
Pat Van Meter	Incoming Vice President	Present
Shoo Chen	Secretary	Present
Bill Rome	Director	Present

Also in attendance were Recording Secretary Laura Lewis representing Karick & Associates, Inc., Brett Kovel representing Elite Management, and nine homeowners.

II. MINUTES

A MOTION was made by President English to accept the minutes from the August 15, 2019 General Board Meeting. Seconded by Director Rome. Motion carried unanimously (with outgoing Vice President Blattner abstaining).

III. FINANCIAL AND ADMINISTRATIVE

A. Q3 2019 Financial Report

Operating Funds - \$120,595.83
Reserve Funds - \$1,024,946.11
Total: \$1,145,541.94

There were no surprises this year, and capital projects have kept repair costs to a minimum.

B. Collections Report

In August, there were no assessments past due. The collections balance was \$3,500 at the end of September (\$1,163 were outstanding assessments). Property Manager Kovel thanked homeowners for this as it helped cash flow.

C. Management Report

- Hartman was still doing fall cleanup, but it was difficult because of the early cold.
- Late in the season, cement work was done. Five locations were done, and a few test locations were set to see if the slotted drain layout

would work. If so, it would be implemented in needed areas. Some restoration work would take place around those units. Because of the insulated blankets needed, the look was slightly different. This was going to be addressed.

- The balance of the retaining wall work was being looked at. A retaining wall on Sweetwater still needed to be looked at, and there were a few other small/medium sized ones to be looked at.

D. Rule Change (Fire Pits)

Property Manager Kovel said that the rule change was brought up by the insurance company to prohibit fire pits for safety issues.

A MOTION was made by President English to approve the new rule change related to fire pits. Seconded by outgoing Vice President Blattner. Motion carried unanimously.

E. Elite Management Contract

Property Manager Kovel said that this would extend the contract out to 2022 to save the Association money and confirm the partnership.

A MOTION was made by President English to approve Elite Management contract extension through 2022. Seconded by Director Rome. Motion carried unanimously.

Property Manager Kovel appreciated their business and the long-standing relationship.

F. Budget Approval

The budget had a three percent increase which had been consistent with past years. A few small capital projects were included in expenses. The operating budget would remain similar, but additional funds would be placed in reserves to prepare for the siding project. A larger presentation on the restoration would be presented in February. This would update the look and make the materials as maintenance-free as possible.

Director Rome reminded the owners that any excess at the end of the year would go into reserves if not used. The projection was somewhere between \$12,000 and \$20,000.

A MOTION was made by Director Rome to approve the budget as presented. Seconded by President English. Motion carried unanimously.

IV. GROUNDS AND BUILDING MAINTENANCE

A. Hartman Landscaping - Restoration

A MOTION was made by President English to approve landscape restoration in the amount of \$8,170. Seconded by Director Rome. Motion carried unanimously.

B. Kramer Tree Specialists

The PHC program was in its last year as next year started the three-year pruning program. This was treating the crabtrees and hawthorns as the most important and salvageable. The Association was working with arborists on other evergreens besides pines that might do well. He believed the PHC program saved the crabtrees during the previous polar vortex.

A MOTION was made by President English to approve Kramer Tree Specialists annual PHC program for \$4,910. Seconded by Director Rome. Motion carried unanimously.

There was some discussion regarding issues with the willow trees. If they were removed, there would be some research on a hearty tree that they could replace them with. There was brief discussion regarding the cost of this.

V. NEW BUSINESS

A. Hartman Landscaping/Snow Proposal

Property Manager Kovel said that it was recommended to keep Hartman for a year and have a pre-negotiated rate for future years based on performance. They had done some things well, but any upgrade in service would be more expensive. The Association had planned to work with the company to see if they could improve some of the negatives and negotiate the contract from there.

Outgoing Vice President Blattner said that one of the landscapers had been cleaning up on the property using someone's hose bib. There was some discussion regarding the contractors. Blattner also said that the landscapers cut down plants that should not be cut down. Director Rome said that it would be requested that the supervisor be on site during large clean ups to avoid the issues. Property Manager Kovel also suggested putting it in the contract that certain beds should not be touched. This was not unusual for commercial landscapers. The Association wanted to stay on top of the landscapers for performance.

VI. OPEN FORUM OF RESIDENTS

A homeowner said that when the new grass was being put in by the landscapers, she found that their tools were being sharpened with equipment using her electrical outlet. She talked to them, and Property Manager Kovel said that they would address asking for permission as a courtesy.

A homeowner asked about putting benches around some of the walking areas. Property Manager Kovel could think of a few areas that might work for this. There was some discussion regarding this, keeping as maintenance-free as possible. The Board would take this into serious consideration and try to be strategic about the placement. Property Manager Kovel would pull some information on another property who put in something similar recently.

A homeowner asked about missing lights. These were solar lights and would be replaced.

VII. ADJOURNMENT

A MOTION was made by Director Rome to adjourn the meeting at 7:53pm. Seconded by President English. Motion Carried unanimously.

Respectfully submitted,
Laura Lewis
Recording Secretary
Karick & Associates, Inc

This document is subject to correction as noted on next meeting's minutes.