

# REFLECTIONS AT HIDDEN LAKE

## Board of Directors Meeting

Wednesday, January 30, 2020 - 7:00 p.m.

*Darien Police Training Room*

### I. CALL TO ORDER/ROLE CALL

President Karen English called the meeting to order at 7:00 p.m.

Karen English	President	Present
Pat Van Meter	Vice President	Present
Catherine Griffin	Treasurer	Present
Bill Rome	Director	Present

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

### II. MINUTES

**A MOTION was made by Director Rome to accept the minutes from the November 21, 2019 General and Annual Board Meetings. Seconded by Vice President Van Meter. Motion carried unanimously.**

### III. FINANCIAL AND ADMINISTRATIVE

#### A. Q4 2019 Financial Report

Operating Funds - \$105,428.52  
Reserve Funds - \$1,138,153.12  
Total: \$1,243,581.64

Property Manager Kovel said that the Board was handling the money well and finances are strong.

#### B. Collections Report

There were no major issues; there were a couple of owners who had been in and out of collections with late fees. The total outstanding was \$3,500; less than \$1,600 of that was in assessments. One owner had been referred to legal collections. Property Manager Kovel did not anticipate the Board moving forward with eviction.

#### C. Management Report

- Several annual items were up for renewal.
- Kramer had come out to do the winter pruning.
- Hartman had plowed twice, and the Association had heard from a couple of people that the sidewalks had not been completely cleared. One of the snowfalls had been a slush-like snow that was difficult to clean, though. He noted that any missing driveways should be reported to management. Any feedback was welcome to bring back to

the vendor. The Association paid Hartman on a seasonal contract which was not lucrative this year versus a per-push contract. However, the contract protected the Association and made the property more of a priority for the vendor.

Director Rome asked when the driveways were scheduled to be resealed. Property Manager Kovel said that this was planned for 2021. Director Rome said that some of the snowplows had scraped the driveway. This was fine for now, but it was requested to see if vinyl blades could be used after the new driveways were done.

#### **IV. GROUNDS AND BUILDING MAINTENANCE**

##### **A. Recurring Annual Items**

**A MOTION was made by Vice President Van Meter to approve the following recurring annual expenses: Spring/Fall Gutter Cleaning with Bob's Clutter Cleaning for \$200/building; Annual coupon book purchase and distribution for not to exceed \$800; and KSN annual legal retainer for \$3,300 per year. Seconded by Director Rome. Motion carried unanimously.**

##### **B. Adams Roofing Professionals**

**A MOTION was made by Treasurer Griffin to approve Adams Roofing siding repair at 8394 Mystic Trace for \$795. Seconded by Director Rome. Motion carried unanimously.**

##### **C. Hartman Landscape, Inc.**

Property Manager Kovel thanked Director Rome for his help as this was a one-year landscaping and snow agreement that specifically included supervision of the manpower the Association needed for upkeep. This also included a one-year extension at no cost increase. The Board tried to address homeowner complaints and put in specific issues to be addressed and deadlines.

**A MOTION was made by Director Rome to approve the Hartman Landscape 2020 Landscaping and Snow contract for \$97,368. Seconded by President English. Motion carried unanimously.**

##### **D. Emerald Site Services, LLC**

Property Manager Kovel had put all the retaining walls in the proposal submitted to the Board. There was some discussion regarding which walls should be addressed. Property Manager Kovel was most concerned with the higher walls. There was further discussion regarding taking care of the big wall on Sweetwater, but the Board was not sure of the conditions of the smaller walls and if they needed to be addressed yet. Director Rome suggested doing the big wall now and re-addressing the smaller walls next year if needed. Property Manager Kovel also suggested replacing with block instead of timbers to last longer. There was more discussion regarding the difference in pricing with the different areas. Wall 3 would be addressed as well as some of the walls with erosion issues.

**A MOTION was made by Treasurer Griffin to approve the Emerald Site Services replacement and/or addition of Wall 3 in the amount of \$43,500 and Wall 6 in the amount of \$8270; the remaining walls to be tabled. Seconded by Vice President Van Meter. Motion carried unanimously.**

**V. NEW BUSINESS**

**A. Engineering Support Services**

ESS had looked at the home with potential foundation issues. The report showed no formal conclusions. The Association would put the walls back to prime condition. The board agreed to ask the owners to monitor these areas.

**VI. OPEN FORUM OF RESIDENTS**

A homeowner thanked the Board for fixing the retaining wall. The Board said that they would request for this to be an early season project. Once the vendor was in, it would take approximately a week or two to complete.

**VII. ADJOURNMENT**

**A MOTION was made by Director Rome to adjourn the meeting at 7:49pm. 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.*