

# Springmill Lakes at Tamarack Co-Owners Association

Board of Directors' Meeting  
On-line via Zoom  
Monday, July 20 , 2020

Call to order: President Jim Funk called the meeting to order at 2:00 p.m. Other Board members present: Judy Palmer, Grace Worley, Robert Lowe, Courtenay Weldon, Chuck Rutledge (checked in at 2:25 p.m.), Max Oldham, Barbara Banner and Martha Lamkin. Also attending: Sarah Leveridge, Ardsley property manager, and Carolyn Magnes, Director of Communications.

1. **Approval of Minutes:** Secretary Grace Worley presented minutes from the June 15, 2020 Board Meeting. No corrections or additions were offered. Motion to approve: Courtenay 1st, Martha 2<sup>nd</sup>. Motion approved: 8-0
2. **Treasurer's Report:** Treasurer Judy Palmer presented the year-to-date financial report and indicated the categories currently at or over budget: 8306-Interior Repair, 8308-Roof Maintenance and 9015-Moisture Control. Overall budget discipline is holding. Billing receipts from Ken-Cut are still running over 30 days late. In fact, category 8305-Gutter cleaning has had no billings to date. She asked Sarah to follow-up with Ken-Cut so the applicable spending categories could be better monitored for budget variances.

Jim suggested next year's budget contain more funds for chimney repairs, a category with increasing maintenance issues.

Grace asked if the \$140,000 transfer from operations checking to the Merchant's money market had occurred as approved at the May and June Board meetings. Sarah indicated the transfer was delayed until last week and apologized for this.

Bob & Courtenay asked for vendor and job clarification about a \$14,000 Building expense in the April expense report. Sarah said she would research.

Motion to approve the July Treasurer's Report: Courtenay 1<sup>st</sup>, Max 2<sup>nd</sup>. Motion approved: 8-0.

3. **Old Business:** Grace covered two printing bids for 150 copies of the updated co-owner's handbook (PIP- \$655 + tax, Rowland-\$555+tax). Draft copies of the handbook had been sent to all Board members prior to the Board meeting. The charges will be billed to category 8005-Administrative. (Note: this expense category is currently over budget for the year at \$1,558 versus the annual budget of \$1,162). Motion to approve the printing of 150 copies of the co-owner's handbook at Rowland Printing: Courtenay 1<sup>st</sup>, and Bob 2<sup>nd</sup>. Motion approved: 8-0.
4. **Building:** Bob and Sarah indicated that ICCS was still finalizing carpentry work on their buildings following some materials issues. RAF has started painting prep work and the painting is expected to be finished in August. Bob indicated J&W's carpentry service and work has been good, including a situation where J&W replaced *at their* cost more wood than indicated by Cornerstone's specifications in order to provide a higher quality job. There have

been some communication issues with ICCS but they are resolved. It is expected the entire project will be about \$36,000 under budget.

(Chuck joined the meeting at 2:25 p.m.)

Courtenay recommended we consider getting painting bids from J&W's painting company in the future. Also, by switching to a higher grade of Sherwin Williams paint on future jobs the painting cycles would improve from every six years to 10-15 years which would more than compensate for the higher paint cost.

Bob and Courtenay recommend repairing rotted windows as they are identified rather than waiting until the next painting cycle. This would mitigate the extent of necessary repairs.

Max ask that Bob and Courtenay be recognized for their efforts in developing an effective system for addressing wood repair on a cost-efficient basis. The Board agreed.

Carolyn asked if windows were to be open prior to painting or after painting. This is a point of confusion because co-owners have been given conflicting directions from different vendors. Bob will investigate and clarify so this can be published in the next newsletter.

5. **Management Report:** Sarah reported her conversations with BAM about remediating the lawn patches where the pear trees were removed. BAM indicated this cost was not included in their quotes and Chuck indicated his review of the contract did not indicate BAM was going to provide that service. Max pointed out \$3,000 is in the budget for lawn remediation which could be used for this purpose.

Grace reported Nancy Snively noted several recently planted trees are not doing well. Sarah suggested water bags be added to the new trees. She will follow-up on this issue.

6. **Grounds:** Bob reported there is \$54,000 in the budget for street and paving maintenance. He asked for a motion to prove the APEX bid which does not include any curbs but would include repair issues around some drains and the 91<sup>st</sup> Street entrance. Tamarack street paving will be delayed until 2021. Judy raised the issue of Tamarack 17 paying a prorated share of this project and indicated any cost-sharing agreement should be in writing. Chuck has been in communication with Alan the president of the Tamarack 17 HOA. That HOA did not budget any money for street maintenance and repairs in 2020 and declines to participate. Chuck believes Tamarack 17 might be willing to include some reimbursement funds in their 2021 budget, but that HOA does not think any monies are necessary for the entrance at 91<sup>st</sup> maintenance.  
(Barb left the meeting at 3:15 p.m.)

Motion to approve that identified pot holes be repaired as soon as possible because summer is half over: Chuck 1<sup>st</sup>, Courtenay 2<sup>nd</sup>. Motion approved: 8-0.

(Barb returned to meeting at 3:20 p.m.)

Chuck will work with Tamarack 17 regarding the other roadworks items and their future participation in prioritizing and bidding these projects as well as securing a written agreement for future cost-sharing.

7. **Architectural Control:** At 9261 Spring Lakes Drive, the co-owners want to replace all windows with Pella windows and submitted the installation plans and specifications. Motion to approve the 17 replacement windows at 9261 Spring Lakes Drive: Bob 1<sup>st</sup>, Barb 2<sup>nd</sup>. Motion approved: 9-0.

At 9417 Spring Forest Drive, the co-owners want to install an 8x12 paver pad at their back door which currently steps out onto grass. It is not within the sight line of the rest of the building neighbors. There was a discussion about encroachment of common area issues and setting precedents. In this case, the back door does need some egress paving (not onto grass) and concrete is not being poured (just sand and pavers). Motion to approve the paver pad at the back door of 9417 Spring Forest Drive: Bob 1<sup>st</sup>, Barb 2<sup>nd</sup>. Motion approved: 9-0.

At 9542 Tamarack Drive, the co-owners want to make a landscape exchange of rock in the front for bluestone taken from the back of the unit. Motion to approve the landscaping rock/bluestone exchange at 9542 Tamarack Drive: Barb 1<sup>st</sup>, Martha 2<sup>nd</sup>. Motion approved: 9-0.

8. **Security:** No report.
9. **Nature Preserve:** Martha reported another \$200 contribution was received and deposited to the nature preserve account. Judy said it is important that the nature preserve board finalized their By-Laws' update as soon as possible to limit individual owner's liability issues that currently exist within the stated membership criteria. Bob has the latest draft. Martha will follow-up with the nature preserve's Board.
10. **Hospitality:** Max reported two new co-owner's orientation meetings were successfully completed.
11. **Nora Community Council:** Grace reported no NCC meetings are being held because the required Library community room access is not available due to COVID-19 meeting restrictions. This is likely to continue for the foreseeable future.
12. **New Business:** Barb reported bag worms have invaded community and nature preserve trees. She asked that this information be communicated to co-owners to monitor at their units and report any activity on common area trees needing remediation to Sarah and encouraging co-owners to treat activity on their own landscaping trees.

Jim reported conversations with Mary Creevey, 9454 Tamarack, regarding poison ivy and general pond bank maintenance issues behind her unit. He asked Max who is a neighbor to visit the site and direct what action can be taken. Grace also added she was contacted by Mary regarding a lack of gutter cleaning for her unit. Sarah will follow up on this unit's issues.

Jim approved a \$395 expenditure to place large stones along the boardwalk as part of erosion control. This stone was excess to a project of erosion control in the nature preserve.

A meeting is planned with Ken-Cut to review service issues. Sarah will prepare a list of those issues for Board distribution and comment. Board members were solicited to participate in this meeting.

Courtenay asked Sarah to get quotes for adding LeafFilter Gutter protection to all community units so this project can be considered for the 2021 budget.

The final demand letter regarding the installed fence violation at 9245 Spring Forest had been sent by the Association attorney and the co-owner must respond by next week.

Motion to adjourn the meeting: Courtenay 1<sup>st</sup>; Judy 2<sup>nd</sup>. Motion approved: 9-0. Jim adjourned the meeting at 4:35 p.m.

**Next Board Meeting:** Monday, August 17, 2020, 2 p.m.  
Zoom meeting