

Springmill Lakes at Tamarack Co-Owners Association

Board of Directors' Meeting
On-line via Zoom
Monday, September 21, 2020

Call to order: President Jim Funk called the meeting to order at 2:06 p.m. Other Board members present: Judy Palmer, Grace Worley, Robert Lowe (arrived 2:18 p.m.), Courtenay Weldon, Chuck Rutledge, Max Oldham, Barbara Banner and Martha Lamkin. Also attending: Sarah Leveridge, Ardsley property manager, and Carolyn Magnes, Director of Communications. Guest: Mark Litwiler, Ponds RX.

1. **Approval of Minutes:** Secretary Grace Worley presented minutes from the August 17, 2020 Board Meeting. No corrections or additions were offered. Motion to approve: Max 1st, Barb 2nd. Motion approved: 8-0
2. **Special Presentation:** Mark Litwiler with Ponds RX covered a mapping study conducted on the Springmill Lakes pond to determine composition and depth of sediment silt. Pond water depth ranges from 2 feet to 7 feet. Currently the silt depth ranges from 9 inches to 1 foot. Most of this is comprised of organic material, a result of the trees lining the banks. With this depth of silt, oxygen at the bottom is negligible which further encourages sediment formation. Pond RX recommends installing an aeration system to increase pond oxygen and would reduce pond sediment 3-6 inches annually. A quote for this installation including required electrical work is \$9,999.44. Mark estimated a monthly electrical cost of \$45-55 and a compressor rebuild/maintenance cost of \$600-700 every 6-10 years. The compressor has a 5-year warranty.

(Bob joined the meeting at 2:18 p.m.)

Mark recommended Ken-Cut be advised not to use phosphorous fertilizers in the future. These exacerbate sediment build-up. Judy asked if dredging would need to be done prior to establishing the aeration system and Mark indicated it would not. If the aeration system successfully reduces sediment a substantial dredging cost (estimate: \$225,000 in 2017 Reserve Study) can be avoided indefinitely.

(Chuck left the meeting at 2:30 p.m.)

3. **Treasurer's Report:** Treasurer Judy Palmer presented the year-to-date financial report. Courtenay again asked about the \$14,000 charge in January in GL 8300. It is unclear if this is a 2019 carryover, but Sarah said she didn't think so. Sarah again said she would research this.

SPLAT has two C.D.s at Merchant's Bank for \$52,420 each maturing on 10/1/20. Motion: The Board authorizes Grace to select the best short-term rate option available at Merchant's and to reinvest these funds. Bob 1st, Judy 2nd. Motion approved: 8-0. (Note: Because the current 1-

year maturity rate is .4% while the money market rate is 1.0%, Grace notified Merchant's on 9/22/20 to deposit the C.D. proceeds in the money market at this time.)

Judy sent out the initial 2021 Budget draft to Board members this morning by email. She indicated it reflects a \$25/mo increase in HOA fees (\$520) recommended by Jim. The intention is to direct most of this increase into building the Reserve Account. The proposed Operating budget \$475,363 and the Capital Expenditure (Reserve) budget would be \$144,400 for a total of \$619,763. This compares to the approved 2020 budget of \$629,640.

Judy noted several GL accounts have been combined to simplify tracking. Because current inflation rates are low, they were not used in the projections. Ardsley has indicated there will be no increase in the management fees in 2021. In the Grounds committee budgeting input to Judy there were services for budget that are not currently in the multi-year Ken-Cut contract. To include those extra costs would require Board approval. The building paint-cycle will be moved to an 8-year cycle, fewer buildings per year, with an emphasis on more attention to building condition and remediation. The budget will need approval at the October Board meeting to be available to distribute to co-owners for the Annual meeting.

Sarah asked for a list of buildings that need gutter leaf guards so she can pursue quotes to install.

A Reserve Study by RSI will cost \$3,100 which will be conducted in the coming months. In the meantime, Judy asked Board members by the October meeting to rank projects in order of priority so a consensus can be reached when planning future capital expenditures and depending on available funds. One item to note is roof replacement was anticipated in the 2017 Reserve study to start in 2029 or 2030 and would cost in excess of \$1 million. However, based upon the current roof deterioration rate replacement will be necessary sooner than that. This further exacerbates concerns about the projected adequacy of Reserves.

Motion to approve the Treasurer's report: Courtenay 1st, Martha 2nd. Motion approved: 8-0.

4. Old Business:

Ken-Cut meeting- Jim and Sarah still need to schedule this review meeting.

Fence at 9245 Spring Forest: Attorney has set October 1 deadline for co-owner to remove this fence or modify it with Board approval to meet community standards. If no compliant response by that date, the attorney will initiate court action for fence removal. The attorney indicated because the co-owner did not submit plans for pre-approval by the Board which would review them to comply with community standards, it is not necessary there be specifically published fence specifications by SPLAT.

(Bob left meeting at 3:25 p.m.)

9247 Spring Lakes- Reviewed Tim Morris' engineering written opinion to the Board on 9/14/20 which stated "It is my engineering opinion that from a structural standpoint, the supplemental floor framing supports installed in the crawlspace are adequately supporting the floor framing in the building." Based upon this opinion the Board believes the HOA does not have any remediation responsibility at this time for work on the support system in the crawl space. ICCS has submitted a repair bid to close critter access holes for \$3,062. Motion: The Board authorizes the Ardsley manager to secure a second bid from Keith Wells for repairing the critter access holes at 9247 Spring Lakes and select and direct the most appropriate vendor to repair these holes in the crawlspace. However, no other crawlspace work is authorized: Judy 1st, Max 2nd. Motion approved: 6-0 with 1 abstention.

(Bob returned to the meeting at 3:45 p.m.)

9356 Spring Lakes- Courtenay recommended the HOA repair two window sashes at this unit which Townsend Glass will complete for \$344. Motion: Approve Townsend Glass to repair two window sashes at 9356 Spring Lakes: Bob 1st, Judy 2nd. Motion approved: 8-0.

In response to an earlier request for clarification from Chuck regarding a pending curb repair proposal he submitted, Jim stated no curbs will be replaced in 2020, but will be addressed at the time of future road repair/replacement work.

Carpentry/painting is almost completed with only some touch-up work remaining, per Sarah.

Based upon the RFP provided by Nancy Snively the following bids were submitted for utility box landscaping (Ken-Cut: \$1,974 and BAM: \$1,884). BAM is currently completing grass remediation work. Upon completion, Sarah is directed to evaluate and select which vendor should do the utility box landscaping work. Motion: The Board delegates to Sarah to contract with her choice of these two vendors to do the utility box landscaping: Max 1st, Courtenay 2nd. Motion approved: 8-0.

Sarah is working with Nancy Snively and Bob and Ken-Cut re: the replacement of trees planted this year which are dying or were the incorrect species.

Sarah reported that all HOA fees and assessments over 90 days have been cleared.

5. **Architectural Control:** Barb presented the following AC requests-

9283 Spring Forest- request to expand top deck in back of unit by 7 feet and add a staircase from the top deck to the bottom deck. This is similar to decks and staircases at the immediate neighbors' units. Motion: Approve the deck expansion and new staircase with the co-owners assuming full liability for this new installation: Bob 1st, Barb 2nd. Motion approved: 8-0.

9373 Spring Forest-Request for additional landscaping in the same foundation bed that currently exists. Motion: Approve the landscaping as presented: Bob 1st, Barb 2nd. Motion approved: 8-0.

6. **Grounds:** Per Courtenay, three additional asphalt patches will be applied this week to complete the patching project for the year. A separate Grounds report submitted by Bob and Chuck follows these minutes.
7. **Security:** The wooden fence gates were reinforced a few weeks ago but vandals have already damaged them again. Security cameras at those locations and in the Nature Preserve have been installed to monitor this kind of activity. Next week IMPD will meet with Block Captains to discuss the vandalism situation.
8. **Hospitality:** This year's Annual Meeting will be remote. Jim, Max and Judy will discuss the scope and schedule for distributing required documents to co-owners before that meeting. Bob also asked community members to submit birthday cards to him before October 10 for Don Walters who is turning 98.
9. **Insurance:** No report.
10. **Nora Community Council:** No report.
11. **New Business:**

9539 Cedar Springs-Grass is not growing behind this unit which Ken-Cut can reseed for \$180. Jim authorized this work.

9356 Spring Forest- The co-owner is concerned with a muddy swale in the back which heavy mowers have mowed when wet. Co-owner has been advised not to walk in that area.

9295 Spring Forest- A pending unit sale inspection report indicates concerns about the foundation supports. Sarah will get an engineering opinion and Max recommended a previous (2016) engineering inspection of this unit by Tim Morris be referenced.

ADT annual inspections will occur this week. Sarah asked an email be sent to co-owners that if the scheduled inspection time cannot be accommodated by the co-owner that they contact ADT after 9/25 for a reschedule. She has asked ADT to supply a list of any units not inspected during this week.

Motion to adjourn the meeting: Bob 1st; Jim 2nd. Motion approved: 8-0. Jim adjourned the meeting at 4:17 p.m.

Next Board Meeting: Monday, October 19, 2020, 2 p.m.
Zoom meeting

Addendum reports attached: Common Area/Grounds Report

Building Report

Common Area/Grounds Report

Common Area

- Fence
 - Unidentified persons continue to damage the north gate of the wood fence.
 - Bernie Pierce has worked diligently to address the issue.
- Boardwalk
 - 2021 plans should include staining the deck.
- Lake
 - It is assumed ASAP Aquatics continues to perform their contract service. Communication with regards to their service (inspections, treatment, etc.) have not been as desired.
 - Weeds have grown on the south shore- line. Complaints have been received. Ardsley should check into the cost to remove. Work would require a person wearing boots to get into the water and pull the weeds.

Grounds

- Storm Damage
 - At least two trees were damaged during a storm with part of one of the trees falling into the lake.
 - Access to remove the fallen tree section will require the use of a wrecker.
 - Courtenay contacted Z & Z for a removal price.
 - The quote is attached for review and consideration of Board approval.
- Lawn service
 - Mowing/Edging
 - Mowing quality continues to be a concern.
 - Grass height, mowers leaving grass that is 1 to 2-in. higher in the tire tracks.
 - Mulching
 - There are concerns that mulching of trees is not done properly.
 - This will be addressed prior to mulching next spring.
 - Comments have been received that mulching takes place too early
 - Ken Cut notes
- Irrigation
 - Members are supportive of Ken Cut's irrigation person (Gary)
 - Ken Cut's contract states irrigation will be inspected three times.
 - If the inspections are taking place, the nozzles are not being adjusted properly.

Streets/Drains/Curbs

- Streets
 - Potholes were repaired except for two. APEX has rescheduled the repair crew.
 - Entrance from 91st St. and 60-ft in on Tamarack repaved
 - A commitment was made at the 2019 Annual meeting to pave Cedar Springs in 2021. APEX quoted \$20,000 if paved at the same time as paving Tamarack from 91st S. to the second intersection (Spring Forest/Tamarack).
 - Since Cedar Springs only will be milled and paved, a request for \$25,000 has been in 2021.
 - Tamarack from 91st S. to the second intersection (Spring Forest/Tamarack) re-paving will be recommended for 2022 or 2023.
 - Other 2021 work is expected to include pothole repairs and recommended sweeping
 - Seal coating has been recommended, but not budgeted in 2021
 -
- Drains
 - Three (3) drains were rebuild
 - No other drain work planned at this time.
- Curbs
 - Budget includes \$6,300 for curb replacement
 - Based on a curb survey in 2017 by Bernie Pierce, Bernie and Courtenay updated curbs needing attention in 2020.
 - 202-ft of curb were identified for replacement in 2020.
 - APEX quote for replacement is \$6,400 and will be presented at the September Board meeting for approval.
 - The curb survey was updated for 2021 and future years. See attachment.

September 17, 2020

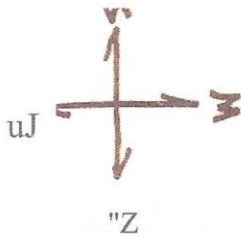
September Building Report---Weldon and Lowe (distributed to all Board Members and Sarah)

- 1) The construction and painting season for the calendar year is 99.9% complete. There are three window that is coming from Townsend Glass that is 9 weeks out. This is for the Fowler residence which is one of the units in Building 5, that was done this year, and 2 of the windows are for Beth Lawn who had " two leaking windows".
- 2) We were disappointed to inspect the monthly financial report distributed by Ardsley, and see the 8300 line " actual" of \$91,196. To the best of your knowledge the Building Maintenance – Exterior cost was:
 - a) J & W \$31,820 for Buildings 1,3 and 4. No change orders
 - b) ICCS \$37,500 for Building 2, 5 and 6. They also were granted a change order in the amount of \$2208
 - c) Wells Wood Working in the amount of \$5580
 - d) Townsend Glass for replacement windows for \$3165The above totals\$80, 273. Not withstanding the fact that approximately line item 8300 was \$14,000 before the contracts were signed.
- 3) We (Courtenay and Lowe) wanted to bring the Board up to date on the " construction and Painting " for 2021. If (and it may be a big if) we decide on another 6 year cycle, then the 2015 units would consist of 18 units in 6 building; 1-4 unit; 1-2 unit and 4- 3Units.. Wells Wood working has inspected the units and provided a quote of \$2480 for repairing wood rot and sash repair. The minutes passed by SPLAT last year state that any glass replacement is on the Owners nickel. Having the association pay for the window rot an sash repair is like giving the Owners Chocolate cod liver oil,the cost of paying for the glass will go down smother. J & W is on site today (9/16) and is providing a more detailed carpentry and painting estimate for the 18 units. Max has been working on an 8 year cycle, and I should have his information on the afternoon of the 17th.
- 4) There has been a lot of discussion on cleaning of the gutters. Line items 8301 and 8305 total approximately \$15,000. The map showing gutter screen that is attached to this report, indicate that 3 of the 6 building that are planned for 2021 already have gutter screens. The building committee purposes that it would save money in the long run to have the other 3 buildings that don't have screens in 2021 , be provided screens at SPLATS expense. What we do not know if the screens currently installed are effective. Would a drone inspection be worthwhile? Also, shouldn't we consider having an owner whose gutters and downspouts pay for their own screens or have the tree removed that is the cause of the plugging?

SPRINGMILL LAKES

BY THE TRUSTEES OF THE

617 PER 5 C1E



SPRINGMILL LAKES AT FAIRBANKS
MAY 1994

Architect: Ugo Mugnoli Company, Inc.
1000 1st Avenue, Suite 100, Fairbanks, Alaska 99701
907-455-1234