

**LANDEN CSA BOARD MEETING MINUTES  
STRAWBERRY HILL RECREATION CENTER  
July 27, 2010**

**CALL TO ORDER**

The meeting was called to order by Vice President, Gary Algie on July 27, 2010 at 6:32 p.m. at the Strawberry Hill Recreation Center.

**ATTENDANCE**

Board Members in attendance were Lee Hamilton, Mike Quinn, Murry Feldstein, Will Klum, Nancy Crane, Kevin Downey, and Gary Algie. Julie Farmer and Lynn Hand were absent with notice. Nadine Heithaus was absent without prior notice.

Jasmin Taylor and Sheila Parmiter from Towne Properties represented Management.

**APPROVAL OF PREVIOUS MINUTES**

**A motion was made by Lee Hamilton to approve the June 22, 2010 meeting minutes as presented. Mike Quinn seconded the motion. All in favor. Motion carried.**

**HOMEOWNER'S FORUM**

George & Ann Marsh 2950 Mossy Brink- Informed the Board that kids in the community pulled boards to create a hole so they could sneak into the pool. Jasmin informed them she would email Montgomery Hills Recreation Association's property manager immediately to have it taken care of.

Rianna Polisiwk 8552 Pond Wood- Presented a DRB question about trees she was going to be removing. Will Klum addressed the issues and referred her to Management for further help with her DRB application. She also brought up issues regarding her recreation center. She was informed that she would need to present those issues to the Pine Ridge Rec. Board.

Ken Pobanz 3152 Shorewalk- Inquired if the Island Recreation's Exterior Change Application had been approved. Will Klum informed them that it had been approved with added landscaping and a slight variance to the ramp. Mr. Pobanz expressed that there were homeowners who were not happy with the new ramp.

Kate Angel Montgomery Hills Condo, Board President- Asked the Board where they stood on the sign issue from last month. A homeowner had a picture of President Obama in her window facing outward. It was visible from the street so Montgomery Hills Condominiums Association issued a violation letter and cited CSA rules. Kate Angel stated that they are enforcing a Landen rules and they are now waiting on the Board's response regarding this issue. Lee Hamilton feels that it is a matter of *freedom of speech*. The Montgomery Hills Condominium Board feels that by allowing it, they are going to have to allow everyone to put signs in their window. Political signs are allowed during the political campaigns. Will Klum had taken the issue to the DRB. The DRB stated that Montgomery Hills Condominiums Association would need to deal with this issue.

## **COMMITTEE REPORTS**

### **Building and Grounds Committee – Lynn Hand**

Lynn Hand was absent so Murry Feldstein updated the Board.

The Building and Ground Committee Report was included in the Board packet.

Murry reported that seven (7) entryway signs are currently being painted by TC Group. There are only two left and should be finished this week.

The tree and stump removal project has been completed by TC Group. If Board members see dead trees on CSA property, please report that to Management.

Lee Hamilton mentioned 3 dead trees on Landen Drive that need to be taken care of.

Hiker/biker trails and parking lot repaving- Murry and Jasmin have been waiting for bids so the process has been drawn out a bit. The company they were expecting a quote from backed out on bidding on the project. Another highly recommended contractor was recommended, took a tour of the pathways and then they backed out of bidding as well. With the current bids the parking lot alone is \$17,000.00 to \$30,000.00. There is an additional \$40,000.00 to \$60,000.00 worth of work to be done on the pathways. This far exceeds the budget for this year. The Board discussed whether to go forward with pathways and the parking lot or just the parking lot. They also discussed whether to hold off on the parking lot until Spring.

Will Klum questioned what had happened to the \$14,000.00 bid. He stated that the parking lot was a priority, as well as Strawberry Hill.

Mike Quinn noted that if there is a safety situation then that should be a priority and that the current condition of the parking lot doesn't appear to meet the definition of a safety issue.

Gary Algie questioned if the safety and trip hazards should be considered first and then the parking lot.

**A motion was made by Murry Feldstein to concentrate on the pathways and forego the parking lot until Spring. Nancy Crane seconded the motion. Six (6) Board members were in favor and one (1) opposed. Motion carried.**

Landscaping Contract- The majority of the Board had not had a chance to review the contract. It was decided that this would be addressed at next months meeting. The Board was asked to please review the contract and get back with Murry Feldstein with any comments prior to the August meeting.

### **Communications Committee – Murry Feldstein**

Murry Feldstein announced that Janet Flegal would be returning to the Communications Committee. The Committee has not had their first meeting yet.

Murry noted that he has not yet looked at the website due to the time he has been putting into the other CSA projects he is involved in.

Murry presented a sample of the new double-sided, corrugated plastic CSA Meeting sign. The bid is for 25 of each of the recreation locations we use for CSA meetings. The total

cost was \$750.00. No money was budgeted for the Communications Committee for 2010. There are currently only 10 meeting signs that are placed throughout the community. The Board agreed that this is not an urgent matter and can wait until next year. The sited bid was received from Advantage Signs. Towne Properties pricing was quoted so getting the signs at the same price next year should not be a problem.

### **Design Review Committee – Will Klum**

The Design Review Board meeting minutes were included in the Board packet.

Will Klum reported that a homeowner submitted an appeal concerning the denial of his DRB application to install solar panels. The homeowner presented a great deal of information supporting solar panels. The Design Review Committee approved it and will have the homeowner come in and help with the specifics for the Design Review Board Book. Gary Algie questioned the placement of the panels. Mike Quinn asked if the CSA Board would see these issues before they are approved. Will Klum stated that they could review the Design Review Board Book. No other applications for solar panels should be approved until the Board reviews the standards.

Kevin Downey asked about maintenance issues in the future on the solar panels and the roofs as well.

**A motion was made by Will Klum to add Walt Daniels to the Design Review Board. Mike Quinn seconded the motion. All in favor. Motion carried.**

Gary Algie requested that the violation log be sent out electronically once a month to the entire board.

Murry Feldstein asked about rain barrels. They are currently not permitted.

### **Treasurers Report – Will Klum**

The 2009 tax forms were submitted to each Board member. Will Klum explained that there were slight variations due to the transfer from Henkle- Schuler to Towne Properties. There were also adjustments made due to the fact that the accountants report on an accrual basis and we are on a cash basis. But everything balances out in the end.

Will Klum noted that we want to stay on track with the budget and if anyone feels that they are going to go over budget to please inform Management.

Will reminded the Board that due to the Joe Dirt payment and the fact that we have no extra money in the reserves, we are skating on thin ice until 2012.

Will reminded the board that budget time is coming. He emphasized that 2011 was a critical year.

It was questioned if a Strategic Plan Committee needs to be formed or reactivated to plan for future spending. Mike Quinn asked if we are planning a 2011 Budget Meeting. Will responded that the information needs to be submitted and then a meeting can be scheduled.

Lee Hamilton questioned what we are going to do with our 2012 fees and would the fees be reduced for homeowners.

### **Lake Committee – Mike Quinn**

On July 22, 99 spider blocks (fish habitat) were deployed in 9 locations in Landen Lake. Mike Quinn responded to the issues brought up by some homeowners regarding the use of a gas motor to deploy the habitat and concerns that the boat used was speeding on the lake. He noted that an eblast should have been put out to make the homeowners aware of the activity.

Based on observations during the habitat deployment, Mike is concerned that the amount of silt / sediment entering the lake is more than originally thought.

The security patrols have been increased. The Merchant Security guard is working a flexible schedule, as he noted that offenders are aware of his earlier, fixed schedule. The guard has caught and run off three different groups of people netting.

Mike reported that ATAC is doing a great job with their chemical treatments on the lake and the pond. They are logging the amount of chemicals used during each treatment, along with indicating where, on a lake map, the treatments are being conducted.

### **Social Committee- Nadine Heithaus**

Nadine Heithaus was absent. Jasmin Taylor reported that the Landen Community Picnic was scheduled for August 6, 2010. Two flyers have been eblasted to the community regarding the picnic.

### **Community Inspection/ Management Report- Jasmin Taylor**

Management Report was included in the Board packet.

Jasmin Taylor reported that Final Notices are being sent to homeowners prior to filing of liens.

Eblast was sent regarding honeysuckle removal on Simpsons Trace.

Lake sign- The issue of changing the sign will be postponed until next month. Nadine Heithaus made the motion but is not present. She will be asked to follow up on the issue.

Gazebo- On Thursday, June 24, 2010, a deck off the right side of the gazebo partially collapse into the lake. Upon inspection it was noted that the left side was about to collapse as well. McCane Construction repaired both sides of the gazebo for \$1,125.00 on June 30, 2010. Management supplied photos for the Board to review.

### **Old Business:**

#### **Montgomery Hills Sign- Jasmin Taylor**

Ray Meyer Signs still states that the variance in the color is due to the grain of the wood. When the sign was ordered 50% of the total was paid up front. After completion the other 50% was paid. The tax was never factored in and a balance still remains. Jasmin Taylor asked if the Board wanted to pay the balance on the sign or try to fight to have Ray Meyer Signs correct the issue.

**A motion was made by Will Klum to pay for the Montgomery Hills sign. The motion seconded by Murry Feldstein. All in favor. Motion carried.**

Request for assistance from DTSWB- Mike Quinn

The next Deerfield Township Storm Water Board Meeting is scheduled for Tuesday, August 3, 2010.

CarrigeGate Drees Sign- Jasmin Taylor

Jasmin Taylor reported that confirmation was received from CarriageGate Recreation Association that they approve the removal of the sign. Management is currently waiting on a bid from TC Group and then will go forward with the removal of the sign.

Fine Policy- Will Klum

Will Klum went over the DRB repeat offender fine policy again. He will present this in written form for the Board.

Strike 0 - Tagging system (door hanger, phone call or talking to homeowner in person)

Strike 1 - Letter

Strike 2 - Fine homeowner

Strike 3 - Default legal fees plus fines

**NEW BUSINESS**

Rip Rap - Mike Quinn

Mike Quinn presented photos and quotes of three (3) of the areas that require rip rap work. The 3 areas in question are:

Woodfield Rec Association Foot Bridge	KL New \$2,720/\$2,120
Covered Bridge	KL New \$4,030/\$3,770
Baywood	KL New \$4,576/\$4,118, TC \$2,769

The area along the lake, referred to as the Chestnut Landing point, has been tabled for more study.

There was much discussion regarding the funding of this project, as it is not included in the current 2010 Budget. Will Klum reminded the Board that there is no money in the reserves for this effort. Will Klum will go over the financials and forecast for the remainder of 2010 to see if there will be money left over in any category. This matter was tabled until October.

Issues to be Readdressed - Jasmin noted a list of issues that are in need of being readdressed. The Board agreed that a HIT LIST will be added to the Agenda containing items that are not yet resolved but do not require a report at each meeting.

**ADJOURNMENT**

**There being no further business to be brought before the Board, a motion was made by Will Klum to adjourn the meeting. Murry Feldstein seconded the motion. All in favor. Motion carried.**