

CENTENNIAL CROSSING HOMEOWNERS ASSOCIATION
SPECIAL MEETING OF THE HOMEOWNERS – JUNE 1, 2016

A special meeting of the homeowners of the Centennial Crossing Homeowners Association was held on June 1, 2016. Eric Patt called the meeting to order at 7:34 p.m. at the Larry Laschen Community Center. It was noted a quorum was achieved. The purpose of this meeting was to discuss the proposed alley repaving project.

BOARD MEMBERS PRESENT: Eric Patt - President
Tim Zurow - Treasurer
Trayton Jay – Director
Matt Dubin – Director
Julie Knier - Director

Eric Patt opened the meeting by stating that the special meeting was called to discuss the proposed alley resurfacing project. He noted that the Board of Directors would need to vote for the approval of any special assessments, and that owners must approve capital projects exceeding \$10,000.00 by a two-third affirmative vote. Eric provided a brief history of his time on the Board of Directors, which began in 2001. He noted that the PUD turned over by the developer specified that the alley maintenance would be handled by the Association. He said that allies were initially expected to have a shorter useful life, but that Association maintenance may have prolonged the allies. Eric noted that flat assessments and high snow removal costs have contributed to diminished reserves. He noted that anticipated increases in oil prices influence the urgency of completing this project.

Trayton Jay introduced himself to the owners as the Communications Chair, and he introduced Julie Knier as the Landscape Chair. Trayton stated that delay in this project could increase the project cost by as much as five times, especially if further degradation causes the need for full alley replacement. He noted that current proposals would re-surface the asphalt, and that the alley bases are in fact commercial grade. He noted that the Village Engineer agreed that re-surfacing is a viable option. Trayton discussed landscape repairs around asphalt being critical, in order to absorb some of the water runoff. Trayton noted that the Board intends to support the contractor with the lowest bid, and that the contractor is also supported by the Village Engineer. He added that the Village Engineer believes that the volume of work done by that contractor allows them lower material costs.

Julie Knier reiterated the importance of completing this project as soon as possible, because contractors and the Village Engineer believe delay could cause further degradation.

Tim Zurow discussed financial aspects related to this project. Tim expressed the importance of maintaining the alleys for all owners, regardless of whether an owner's home has an adjacent alley, specifically noting that the sale of one home in the Association could affect the value of another. He provided April account balances to the homeowners:

Operating: \$59,949.00
Reserves: \$112,600.00

Tim noted that the letter sent to owners regarding the possible special assessment may have estimated the proposed assessment as higher than needed, but that the Board is still reviewing the matter. He said

that the Board does not want to go to a zero reserve balance following this project. He discussed other anticipated capital projects, noting pathway lights, property walkways and landscape repairs associated with the alley repaving project.

Eric Patt thanked Tim. Eric cited the Declaration of Covenants and Restrictions for the Association, noting that this document requires all homeowners to maintain all common elements. He also noted that every owner should have been provided a copy of the document, along with the Association plat of survey, when purchasing their home. Eric added that property values throughout the Association can be affected by common area maintenance. Eric stated that alley repairs have been discussed during the last five Board of Directors meetings, and that significant vetting has occurred. Eric opened the floor to homeowner questions.

HOME OWNER FORUM

The floor was opened to homeowner comments and questions. Owners were asked to limit their comments or questions to five minutes, and all owners were given the opportunity to speak.

Following homeowner questions, the Board addressed the homeowners. Eric thanked all of the owners in attendance, noting that recent attendance has been less than when the Association began. He advised that any owners with expertise or interest can get involved in aspects of the project.

Eric noted that the Board of Directors intends to have with a punch list, in order to ensure the chosen contractor completes the project to the satisfaction of the Association.

In response to concerns of those owners that have long driveways but no alleys, specifically as it relates to costs incurred by those owners for personal snow removal, the Board noted that owners purchased with knowledge of Association covenants.

In response to homeowner questions regarding the effect that waste removal trucks have on asphalt, specifically related to the possibility of reducing weekly pickups, Eric advised that owners may choose to lobby the Village Board.

The Board addressed the matter of ensuring that contract specifications are followed. Julie noted that the Board of Directors communicated with the Village Engineer, who expressed confidence in the prospective contractors. Trayton Jay said that village inspections will also occur throughout the project.

In response to whether any additional contractor bids may be considered, Eric said that the Board has not ruled out that possibility.

Trayton noted that minor drain ring adjustment is included under the estimate of the lowest bidding contractor. He also briefly described the process of standard resurfacing for commercial properties.

Trayton discussed the cost benefit of matching all driveways to the grade of any newly repaved road or alley. He also mentioned that owners may see some cost benefit if they individually hire the chosen contractor to repave their driveway at the time of the project.

Eric addressed concerns that snow plowing has not been done correctly, and may be affecting the quality of the surface asphalt. He noted that the Board may choose to meet with the landscaper to ensure they are meeting expected standards. Tim noted that the relationship between the Association and current landscape company is very good, and that they are very responsive.

Eric recommended that owners get onto the Association email list, and Eric advised that owners contact Trayton if they wish to do so.

In response to whether the Association would consider hiring an engineer, Eric noted that the Board has communicated with the Village Engineer, but that there would be significant costs to the Association if an engineer was hired. He noted that the Association's attorney, KSN, would be involved with the contract.

There was discussion regarding project duration. Trayton noted that parking options will be communicated prior to the project beginning. Tim advised that there may be some time between grinding and paving, but that this will allow review of the sewer rings. Tim also noted that the Village has assisted with some of the contract specifications. Tim also mentioned that the Association does maintain the sewer systems.

Eric responded to whether this project could be phased. He advised that money can be saved with a greater volume and noted that oil prices are at a ten-year low. There was a brief discussion regarding the possibility of base degradation if this project is delayed.

Traffic patterns were discussed. Eric advised owners to contact the police if people are seen breaking traffic rules. He also advised that the school board should be contacted if busses are seen not following traffic rules. Speed bumps were discussed, and the Board noted significant concerns regarding the effectiveness of speed bumps.

There was a discussion regarding the differences in construction between commercial roads and the alleys at the property.

Eric addressed whether it may be beneficial to complete multiple capital projects at the same time. He noted that it has been considered. He also stressed the importance of keeping money in reserves following this project, because there are likely additional capital projects that will soon need completion.

Eric noted that the Board has visited other projects completed by the bidding contractors.

Eric said that a construction contingency is expected to be included in the contract approved by the Association.

In response to a question regarding collection of a special assessment, Eric noted that owners would be obligated to pay the special assessment, and that it carries the same conditions as the quarterly assessment.

Tim discussed options related to widening the alleys in certain areas, and said that the Board of Directors has not made any decisions on that matter. He noted that alternative options considered are plantings being placed in those areas, or terra stones being installed.

There was a brief discussion regarding the expected timeline of the project. Eric said that there is an urgency to get this project underway, and Trayton added that the best timeframe for asphalt work would be between May and October.

In response to a question regarding the special assessment, specifically regarding when it would be applied if approved, Eric noted that a second special meeting would first need to be held. He added that owners will be notified prior to that special meeting.

ADJOURNMENT

Motion: Upon motion duly made by Julie Knier, seconded by Trayton Jay and unanimously carried, the meeting adjourned at 9:10 P.M.

Meeting Minutes Submitted by:
Jim Schaffnit