

Kendall Overlook (Kendall 1)  
Snowden Overlook Clubhouse  
November 11, 2015  
Condominium Association Meeting

Call to order by President, Bob Brady at 8:20 PM.

BOD members present:

Bob Brady, President  
Marion Thompson, Vice President  
Pat Harrington, Secretary  
Debora Plunkett, At large

A quorum was present.

There were about 50 members of the community present

1. Motion made by Thompson and seconded Plunkett to approve the agenda. Passed 4/0
2. Motion to approve Minutes of October 6, 2015 board meeting was made by Thompson and seconded Plunkett. Passed 4/0
3. Treasurers Report, Debora Plunkett in Karen Keane's absence.

Figures as of October 31, 2015

- a. Cash balance checking \$43,344
  - b. Operating Contingency \$30
  - c. Reserves \$404,410
  - d. Current year forecast
    - Total income YTD \$169,559
    - Total Expenses YTD \$198,979
    - Total Income/Expenses (\$29,420)
    - There are 5 delinquencies totaling \$56,628. Discussion followed about steps being taken and that the BOD intends to meet with our collections attorney, Michael Neall, and our new Association attorney, Craig Zaller.
    -
  - e. Budget for 2016
    - Proposed 14.67% increase in homeowner monthly assessment (\$33). This does not eliminate possibility of special assessment.
    - New budget line added for painting (\$600) and special projects (\$14,612)
    - Snow removal increased by 23% based on last 4 years spending.
    - Loan \$50,000 made from reserves to operating account. New line added to budget for repayment
  - f. A motion was made by Thompson to approve the 2016 budget as submitted and seconded by Plunkett. Pass 4/0
  - g. A motion was made by Thompson to approve the Audit Engagement letter for \$1300 and seconded by Plunkett. Passed 4/0
4. Committee Reports
- a. Maintenance Committee, Susan Gearing
    - Please report any new leaks to WPM or Maintenance committee.
    - Masonry work will be done in the spring.
    - Next meeting will be on November 30<sup>th</sup>. All are welcome to come.
  - b. Architectural, Leon Thomas. No report.
  - c. Landscaping, Jim Bannahan. No report
  - d. Welcoming, Ann McCleaf. No report

- e. Social, Judy Morrison. No report. Bob Brady commended the committee for the excellent Brunch held on October 17<sup>th</sup> at the Clubhouse.
- 5. SOCA report, Bob Brady
  - a. The monthly meeting has been moved to Monday November 30, at 7:00PM
  - b. Purchase of a workout bench was approved for the gym
  - c. Projector for presentations was purchased for Clubhouse use.
  - d. Approval for the asphalt repair of Dried Earth Blvd by Chamberlain Co.
  - e. The Clubhouse water heater will need to be replaced soon.
- 6. Management Report, Patricia Lall. No report
- 7. Old Business:
  - a. Children in home violation will need to go to hearing, as they have not complied.
  - b. Letters need sent to homeowners with damaged garage doors.
  - c. Still need satellite dish waiver form signed by all residents with satellite dishes on their roofs.
  - d. No Parking tickets or phone calls re parking violations until the parking policy has been revised.
- 8. New Business
  - a. Nagel and Zaller have been hired as KO Association Counsel
  - b. Two positions for the BOD need to be filled in January. Please think about submitting your name.
- 9. The meeting was adjourned at 9:08 PM

Respectfully submitted  
Patricia Harrington  
Secretary

Attached :  
2016 Budget  
Notes from Special Meeting of November 11, 2015

SPECIAL MEETING OF KENDALL OVERLOOK CONDOMINIUM ASSOCIATION  
Wednesday, November 11, 2015

1. Meeting was called to order at 7:05 PM by President , Bob Brady
2. Introduction were made:
  - a. Patrical Lall, Our new WPM community association manager
  - b. Barry Yatovitz, WPM President.
  - c. Raymond D. Burke, Principal, Ober/Kaler, Attorneys at Law
3. Marion Thompson
  - a. Review of Water Infiltration Issues
    - Siding repair by Hardie contractor uncovered rotted OSB
    - Becht Engineering hired to investigate
    - SRS contractors hired to support material removal and restorations.
    - Communication sent to home owners with decks on 9/30/15 advising them to restrict the use of decks until further evaluation.
    - Ryland was contacted on 9/30/15
    - Approval to expedite consultation with legal council approved at October 6<sup>th</sup> BOD meeting
    - Collecting proposals from 6 engineering firms to discover scope of problem and cost of restoration.
    - Water Infiltration Mitigation Expenses to date
      - Replacement of pergola rotted wood framing. \$5000
      - Replaced rotted OSB board under visually damaged siding. \$960
      - Installed flashing on 108 sliding glass doors \$5940
      - Installed 154 kickouts at roof/siding/gutters \$3300
  - b. Update on Water Infiltration Issues
    - Retained Raymond D Burke, Attorney
    - Tooling agreement sent to Ryland to stop statute of limitations
    - Ryland visited KO
    - Ryland declined to sign Tolling agreement
  - c. Next Steps Options
    - Homeowners assume cost for repairs visa several options
    - File lawsuit against Ryland in and attempt to recover cost to repair.
    - Under advice of counsel the KO BOD filed a lawsuit against Ryland which stops the clock on relevant statute of limitations
    - The lawsuit cannot be served to Ryland without 51% of homeowners approval (at least 40 homeowners).
    - Ballots and Proxies were sent to homeowners via mail, email and door to door.
  - d. The official count is 58 homeowners are in favor of the lawsuit..
4. Raymond D. Burke, Principal, Ober/Kaller, Attorneys at Law  
Explanation of lawsuit was given to homeowners and a Questions and Answer period followed.

**2016 Actual/Budget Cash Flow**

<b>Operating Cash Beg of period</b>		50,000	31,815	27,717	23,719	27,016	31,668	35,620	40,547	45,199	48,651	51,948	55,350	
<b>Income</b>		January	February	March	April	May	June	July	August	September	October	November	December	Total
41000	Assessments	20,124	20,124	20,124	20,124	20,124	20,124	20,124	20,124	20,124	20,124	20,124	20,124	241,488
41990	Bad Debt	(774)	(774)	(774)	(774)	(774)	(774)	(774)	(774)	(774)	(774)	(774)	(774)	(9,288)
42210	Late Fees	45	45	45	45	45	45	45	45	45	45	45	45	540
44001	Checking interest	2	2	2	2	2	2	2	2	2	2	2	2	24
44070	Interest on Collections						-							-
<b>Total Income</b>		<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>19,397</b>	<b>232,764</b>
<b>Expenses</b>														
52000	Repairs and Maint	950	950	950	950	950	950	950	950	950	950	950	950	11,400
53100	Roof repair			250	250	250			250	250	250		250	1,750
	New Paint	50	50	50	50	50	50	50	50	50	50	50	50	600
57420	Gutter Cleaning				1,380	-	-				1,380			2,760
57470	Landscaping						500			1,000			500	2,000
57510	Lawn Contract	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	33,240
57720	Snow Removal	8,500	9,000	8,500									9,000	35,000
														-
60100	Collection expense	10	10	10	10	10	10	10	10	10	10	10	10	120
60130	Community Activities			100			100		-	100		-	100	400
60420	Office Supplies	70	70	70	70	70	70	70	70	70	70	70	70	840
60425	Operating contingency													-
60440	Postage	25	50	50	25	50	50	25	50	50	25	50	50	500
67000	Accounting	-	-	-	-							1,500		1,500
67100	Consultants	100	100	150	100	100	150	100	100	200	100	100	200	1,500
67300	Legal	500	500	500	500	500	500	500	500	500	500	500	500	6,000
67600	Management	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,397	16,742
68050	Insurance	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
68800	Income taxes												-	-
New	Special project maintenance													-
New	Special project consultants	7,112												7,112
New	Special project legal	7,500												7,500
new	Reserve repayment						300						300	600
85000	Reserve Contribution	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100	6,100	73,200
<b>Total Expenses</b>		<b>37,582</b>	<b>23,495</b>	<b>23,395</b>	<b>16,100</b>	<b>14,745</b>	<b>15,445</b>	<b>14,470</b>	<b>14,745</b>	<b>15,945</b>	<b>16,100</b>	<b>15,995</b>	<b>24,747</b>	<b>232,764</b>
<b>Net Income/Loss</b>		<b>(18,185)</b>	<b>(4,098)</b>	<b>(3,998)</b>	<b>3,297</b>	<b>4,652</b>	<b>3,952</b>	<b>4,927</b>	<b>4,652</b>	<b>3,452</b>	<b>3,297</b>	<b>3,402</b>	<b>(5,350)</b>	<b>-</b>
<b>Cash End of Period Calculated</b>		<b>31,815</b>	<b>27,717</b>	<b>23,719</b>	<b>27,016</b>	<b>31,668</b>	<b>35,620</b>	<b>40,547</b>	<b>45,199</b>	<b>48,651</b>	<b>51,948</b>	<b>55,350</b>	<b>50,000</b>	