

Kendall Overlook Condominium Association (Kendall 1)
Snowden Overlook Clubhouse
September 14, 2016
Board of Directors Meeting

Call to order by President, Marion Thompson at 7:06 PM.

BOD members present:

Marion Thompson, President

Debora Plunkett, Vice President

Pat Harrington, Secretary

Karen Keane, Treasurer

Absent: Joe Socha, At large

A quorum was present.

1. Motion to approve Agenda was made and seconded. Passed 4/0
2. A motion was made and seconded to approve the KO BOD meeting minutes of August 10, 2016. Passed 4/0
3. Presidents Report. Marion Thompson
 - a. Copies of Raymond Burke's letter to KO homeowners are available tonight and copies will be emailed to all residents on serve list tomorrow.
 - b. Awaiting SRS pricing on repairs
 - c. WPM will send out letter announcing that the October BOD meeting will be moved to Tues. Oct 4, 2016.
 - d. A special open budget-planning meeting will be held on Wednesday September 28, at 7:00PM. Proposed budget will then be mailed to homeowners in October and voted on at the regular November meeting.
4. Treasurers Report. Karen Keane
 - a. August financials have been reviewed with no exceptions noted.
 - b. Cash Balances: Operating \$2,007; Reserves \$312,307
 - c. We have taken \$206,000 from reserves; we were short of operating cash in July. In order to proceed with the prototype repair and litigation, we borrowed \$50K from reserves approved in July. Current projections estimate a shortfall of another \$58K by December. We have already approved another \$60K loan from reserves if needed to cover the shortfall.
 - d. Reserves are currently \$200K less than the amount in reserve study due to loans taken this year.
 - e. Income for month was \$20K and expenses \$29K resulting in a loss of \$9K.
 - f. YTD revenue is \$157K, expenses were \$321K for a YTD loss of \$164K.
 - g. Through August spending for engineering and legal expenses for water intrusion issues was \$215K. Our current projected total spending for engineering, testing, and litigation is \$297K
 - h. On August 22, several board members met with Revere Bank to discuss a loan to fund repairs when the lawsuit is settled. Revere Bank's process and timing were similar to M&T. They offered an alternative using the reserves as collateral. They had no prepayment penalty as long as we didn't refinance with another bank. Preliminary discussions with Omaha indicated the possibility of a construction type loan where funds are drawn as needed, and we only pay interest on the amount drawn.
 - i. Preliminary budget has been drafted for 2017.
 - j. We anticipate receiving cost estimates for the repairs by next month. This information will allow us to develop a longer-term strategy.

5. Parking Report. Debora Plunkett
 - a. Painting of KO crosswalks, parking stripes and “visitor parking lettering” was completed on August 9th.
 - b. Meeting was held with Mainscapes to address concerns about landscaping/grass cutting. We may add some additional service items into next landscaping contract. We will be issuing a request for proposal to interested companies to bid for the next contract (current contract expires 12/31/16).
6. Committee Reports
 - a. Maintenance, Susan Gearing

Bill Hasselman looked at 3 homes this month for specific defects, 2 are on hold due to lawsuit and the other is homeowner responsibility. Cement Jack injecting foam under driveway can fill erosion of driveways.

Ben Burt surveyed downspouts and made a list of needed extensions.
 - b. Architectural, Leon Thomas.

Satellite waiver letters were sent out to the 11 homes with dishes on roofs. Three have responded.
 - c. Landscaping, Jim Banahan not present

The Pear tree at 89731 EOW was treated with bio stimulants this week. Mainscapes is using our community to try out a new organic lawn maintenance program. We will not be charged for this. It is in response to the meeting we had with Mainscapes discussing our turf areas and expectation of new laws restricting pesticide and herbicide use in HoCo.
 - d. Welcoming. Becky Socha no report
 - e. Social, Judy Morrison

Next event is a brunch on September 17th, poolside (small charge).
 - f. Parking, Ann McCleaf. Not present

Parking situation is improving.
7. SOCA report, Pat Harrington
 - a. All existing lines and markings on Dried Earth Blvd. will be repainted in the near future. A notice will be sent out about parking restrictions on the day of the painting.
 - b. A contract has been approved to have Design Paving replace the broken, slippery tile outside the main Clubhouse entrance with stamped asphalt. It will include the SO emblem. They will also repair the cracked concrete slab at the pool gate.
 - c. Two vehicles (determined to be abandoned) on DEB were moved by owners after being ticketed and given 48 hrs notice of intention to tow.
 - d. A demonstration on use of gym equipment is being scheduled. Check calendar for date.
 - e. Contract signed with a new company, Maryland Lawn Sprinkler Co, to maintain the sprinkler system around Clubhouse, Pool, and Entrance areas.
8. Management Company Report, Patricia Lall
9. Old Business
 - a. Sidewalk concrete smoothing has been completed.
 - b. Wasp removal debris cleanup completed.
 - c. Bee holes exterminated, holes filled, and painted.
 - d. Patricia Lall reports that 5 violation letters having been sent; 2 were for cleanup under decks, and 3 were garage door repair.

- e. Patricia Lall has created a draft of the Maintenance responsibility list. Needs to be verified before we vote.
 - f. Still working on options for delinquencies.
 - g. Investigating email option for meeting notifications. Hope the new WPM software will help facilitate this.
 - h. Landscaping and Snow Removal contracts to be re-competed. Sent out requests for bids to the 3 companies currently working in SO.
 - i. Discussion of the 4 contracts received for mold remediation for 8819 EOW. A motion was made and seconded to approve the Columbia Restoration Contract for \$2995, Passed 4/0.
 - j. Motion was made to use Public Storage at \$211 per month to store the debris (evidence) from the prototype repair and seconded with the provision that Public Storage will allow storage of rotten wood, and that we spend no more than \$750 to move to Public Storage. Passed 4/0.
 - k. Waiting for attorney opinion regarding responsibility of erosion of driveways by storm water from gutters.
 - l. A list of criteria is being worked on for the spring covenant inspection.
 - m. After discussion on renewing WPM contract to manage KO a motion was made and seconded that we continue with WPM as our management company. Passed 4/0
- 10. New Business- none
 - 11. Open Forum
 - 12. Adjournment was at 8:50 PM.

Respectfully submitted
Patricia Harrington
Secretary