

KIRKWOOD HOMEOWNERS ASSOCIATION  
BOARD MEETING  
June 17, 2019 6:00 PM Geneva Public Library

- 1) **Call to order:** 6:21 pm
- 2) **Establishment of a quorum:** Board members present - Diane Ball, Mary Boen, Jim Forni, Ralph Pazar, Jean Stone and Liz Studer. Quorum established.
- 3) **Approval of minutes** from the May 20, 2019 meeting. There were no corrections or additions, so they were approved as written (Stone/Boen).
- 4) **Reports:**
  - a) **Financials:**
    - i) HOA assets were \$228,821.59 as of May 31, 2019 (includes \$147,560.35 in Operating account, \$82,020.24 in Reserve account, \$759.00 outstanding in Accounts Receivable.)
  - b) **Real Estate:** 1514 is for sale.
  - c) **Maintenance:** reports on maintenance needs identified during recent neighborhood "walk-arounds".
    - i) **Siding** – Those identified as most critical and in need of repair this year are outer circle units 1560 through 1582. We have received a quote from Preemo Painting & Repairs for \$35,700 to repair **and** paint the siding as needed. Other quotes are pending.
    - ii) **Concrete** – while there is a fair amount of concrete work needed, the unit(s) identified as most critical are 1508 followed by 1567, 1565 & 1563 and 1530. We are still seeking bids on railing work and will hold on making any decisions until all costs can be calculated.
    - iii) **Stoop void fill** - four units with most damage to concrete stoop/stairs are 1501, 1549, 1550 & 1554. Average cost to void fill is approximately \$250 per job.
    - iv) **Roofs** –
      - (1) 1580 repair is scheduled to be completed by Thunderbolt in the coming week.
      - (2) 1534 replacement by Showalter to be scheduled in the coming weeks..
      - (3) Waiting on bid from Showalter to replace front roofs at 1567 & 1569 to make final decision on contractor for this job.
      - (4) 1558 - seeking bids to replace roof.
      - (5) 1512-1522 front roofs identified as needing work, possibly in 2020.
    - v) **Trees** – large dead oak behind 1567 needs to be removed. The city has tagged the tree for removal.
    - vi) **Driveways** – those identified as most damaged and in need of replacement this year are 1522, 1565, 1580 & 1582 at a cost of \$10,250. The 9 driveways replaced last year will be sealcoated at a cost of \$725.
    - vii) **Gutters** – Apple Siders, a vendor new to Kirkwood, recommends a two-pronged approach to our gutter issues. Some gutters are only in need of a "tune-up" which might involve re-pitching and/or re-securing any loose gutters, re-caulking when necessary and re-using undamaged downspouts. Damaged gutters would be replaced as necessary. They also recommend the Rian Drop gutter guard leaf protection system. Units identified as most in need of gutter and/or downspout work are 1517, 1567, 1569, 1530 & 1532.
    - viii) **Drainage** – the units identified as most critical and in need of drainage work are 1513 and 1538, followed by 1578, 1507, 1568 & 1564. Tecza quoted \$3475 for all 6 units. Budget constraints may not allow all work to be completed this year. Recommendation made to move forward now on 1513 & 1538 at a cost of \$1800. If the budget allows, the other units may be scheduled for repair later this year.
  - d) **Landscape:**
    - i) Landscaping completed behind homes along Averill (1500-1510) and at 1569.
    - ii) Trimming of vegetation in backs of 1582-1598 still about 2 weeks out.
    - iii) Dead box woods at 1542, 1529 & 1580 will be removed. No replacement this year. Will consider for 2020
    - iv) Boxwood at 1511 and 1548 will be trimmed back. Will look odd at first but optimistic there will be good new growth.
    - v) Regular maintenance is behind due to the wet spring. Just starting now to trim back ground cover. After that will be bushes.

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- vi) Upcoming projects approved last year:
  - (1) improve cut through to pool, and mail boxes by 1517
  - (2) finishing touches on the bike path to include some edging and finishing off the area where grass did not come back in the front section.
- e) **Social Committee:**
  - i) Pool opening celebration set for July 20. A save the date flyer will be sent to homeowners.
- 5) **Old Business:**
  - a) The Community Center building passed all inspections. The pool fence gate latch has been installed and keys will be distributed as soon as the pool inspection is successfully completed, hopefully in the next 1-2 weeks. Video security system requires high speed internet. Will get cost quotes from Comcast & MetroNet.
- 6) **New Business:**
  - a) Motions made and carried:
    - i) Move forward to void fill stoops/stairs at 1501, 1549, 1550 & 1554 at a cost not to exceed \$1500. (Pazar/Stone)
    - ii) Accept Damico bid to replace 4 driveways (1522, 1565, 1580,1582) and sealcoat 9 driveways (1511, 1513, 1521, 1529, 1544, 1557, 1564, 1572, 1578) at a total cost of \$10,975. (Studer/Boen)
    - iii) Accept Apple Siders bid for gutter work at 1517, 1567, 1569, 1530, 1532 in the amount of \$2234. (Ball/Stone)
    - iv) Accept Tecza bid to repair drainage at 1513 & 1538 at a total cost of \$1800 (Ball/Boen)
- 7) **Next meeting:** Monday, July 15, 6:00 p.m. Location to be announced.
- 8) **Adjourn to Executive Session** – 7:30 p.m.
- 9) **Return to regular session** – 8:25 p.m.  
No further business
- 10) **Adjourn** – 8:30 p.m.