

Village of Princeton Homeowners Association
Special Council Meeting
July 14, 2020

- I. The meeting was called to order at 10:05 am by Doug Sizelove, President. Attending were Council members Norm Ricker, Tom McGinn, Dick Linden and Jeff Smith. Also attending were Sandy LeDuc Acting Landscape Chair and Caroline DeCray, CSK Management. The meeting was conducted via Zoom due to COVID-19 restrictions.
- II. The purpose of the meeting was to review all known drainage problems, costs to address the problems, and make decisions regarding any funding beyond the limits of the current landscape budget.
- III. Sandy LeDuc had prepared a two page spread sheet with all the pertinent project and cost information, which was distributed prior to the meeting. The first page listed all reported drainage problems and costs. She recommended three problems be addressed this year, those being Gallagher/Kaczur/Hamilton, Moretti, and Arrison through McClemens. The cost for those projects, along with two smaller projects already approved is \$17,065. There are two other projects, Wingerd and Sizelove/Townsend, that she recommended be deferred until 2021. The Gallagher/Kaczur/Hamilton project was discussed in detail.
- IV. The second page of the spread sheet listed the non-drainage landscape projects such as front entrance plants, replacement plants for the garden on the hill, weeding, and pruning. The costs for these 2020 projects is \$22,900.
- V. The total cost for drainage and non-drainage projects is \$39,965, which is \$9,965 beyond the landscape budget of \$30,000. Norm Ricker reviewed the June financial statement and found that we carried over an excess in the Operating Fund of \$13,095.82 from 2019. If this money is not spent in 2020 it must be transferred to the Reserve Fund. Based on the Reserve Fund analysis Norm did in May, we do not need to place additional funds in Reserve. Based on this, the Council unanimously voted to supplement the landscape budget by \$9,965 in order to address the most serious drainage problems.
- VI. The audit report for 2019 is not yet completed, but soon will be. Until we have the report, we cannot be certain that \$13,095.82 is the precise amount of the excess. However, the Council believed that the process of contracting for and completing projects will take months, with invoices following even later. Sandy was given approval to start these projects now assuming the audit report will be available soon and any final adjustments will be minor.

VII. A brief discussion was held about planning for 2021, which is a mulch year. Mulch and pre-emergent weed control will add approximately \$19,000 to the cost of our current contract. Sandy projects that the total cost for landscaping in 2021 may be almost \$11,000 more than this year. She will be involved in the budget planning process that will begin in September or October.

VIII. The meeting was adjourned at 10:45 am. The next Council meeting will be held on August 26, 2020 at 9:00 am.