

Village of Princeton Homeowners' Association

Executive Council Meeting

Wednesday, April 30, 2025

Ardmore Room

9:00 AM

I. The meeting was called to order at 9:06 am by Jeff Taylor, President. Attending were Council members Jeff Smith, Norm Ricker (interim Member-at-Large), and Dick Linden. Sandy LeDuc was absent due to travel. Also attending were Rod Lukens, Maintenance committee member, and Janet Burgess, CSK Management. Rod Lukens, former Council member, was invited to attend by Norm Ricker to present the maintenance report. The meeting was held in the Ardmore Room.

II. Jeff Smith made a motion to approve the Minutes of the Council meeting held March 26, 2025. The motion was seconded by Dick Linden. The Minutes were approved unanimously.

III. President's Report:

Jeff Taylor began by informing the group of recent and upcoming PV house sales, and new residents.

He then opened a discussion of a recent email from a resident asking, among other election questions, what the procedure is for filling the unexpired Council term that accounts for one of the vacant seats in the upcoming election. The Council discussed this and various election issues, aided by Janet Burgess's (CSK) comments.

Jeff reiterated his plan to form new committees with some PV resident volunteers to assist the Council, assuming he is re-elected. He will

also hold a “new Council” transition and orientation meeting as quickly as possible after the election.

There was further discussion with CSK about the plan and agenda for the following day’s (May 1) annual meeting.

Jeff mentioned that Bill Vazquez had given him the Sherwin Williams paint color samples corresponding to the Paint Advisory Group’s latest report and recommendations. It was agreed that Jeff should hold on to these, and distribute them to the new Council members for their consideration and future action.

See President’s Report below for details and additional items.

IV. Committee Reports:

A. Financial

Jeff Smith, Treasurer, reported on some of the past month’s expenses charged to the Operating and Reserve funds. As mentioned in the prior month’s (March 26, 2025) Council meeting, the past winter’s snow removal and salting costs were unexpectedly high, totaling \$26,100.

At the end of March, the Operating Fund had a balance of \$80,800, and the Reserve Fund had a balance of \$243,277.

Jeff opened a discussion about the Reserve Fund, explaining why we need a disciplined way to plan for and manage the Reserve Fund and capital expenses. He presented his thoughts about various changes that might be made to budgeting and expenses. The Council briefly discussed some of these alternatives. Janet Burgess (CSK) contributed ideas based on her experience with other villages. Revisiting this financial matter is a priority for the new Council.

Additionally, since the last Council meeting, Jeff Smith met with Rod Lukens to discuss cost planning for a future village re-roofing project.

See Treasurer's report below for details and additional items.

B. Landscape

Jeff Taylor gave the Landscape report for Sandy LeDuc, Chair, who was absent.

- There has been continuing work re PV's trees: removing them, trimming, and monitoring their health. Sandy is considering creating a position within Landscaping for a PV resident volunteer dedicated to working with our trees.
- The grass seeding project last fall was a success.
- There are two end lots with drainage problems in the side and back yard areas. One problem is being addressed, and solutions to the other are being explored.

See Landscape report below for details and additional items.

C. Maintenance

Rod Lukens reported on the wood repair and replacement work. Egan submitted another invoice since the last meeting, which included returning to and performing additional wood repair work on units 1184 and 1195-1199. They have not completed work on units 1200-1203, which has needed a lot more wood work than anticipated. As of his report, wood repair cost per unit (including garage buildings) was \$3900. The comment was made about the possibility that there will be a need for

another pass through the village by Egan for wood repair. Currently Egan has stated that they cannot provide us with additional workers, and there is no schedule for completion of the project.

Other highlights of the Maintenance report include:

- A new Princeton Village sign was installed at the upper entrance
- Braulio General Contractors has done some recent maintenance work in PV. They are interested in providing more services and bids for future projects

See Maintenance report below for details and additional items.

D. Architecture

Dick Linden reported on the Approved and Pending ARFs that he has in hand since the last meeting.

See Architecture report below for details and additional items.

V. Resident Business

VI. Old Business

VII. New Business

VIII. Discussion Items

IX. Adjournment

The meeting was adjourned at 10:26 am.

The next regular PV Council meeting will be held on Wednesday, May 28, 2025 at 9 am in the Community Center, Ardmore Room.

The Annual PV Meeting and Election will be held Thursday, May 1, 2025 at 4 pm in the Main Hall of the Community Center.

President's Report

Jeff Taylor

Since the last council meeting, I have been working with CSK to prepare for the May 1 elections.

I've been answering questions for the 7 people running for council. It is a talented group of people. We are blessed in PV.

- Met with Bill Vazquez to collect the paint samples to share with council at next meeting April 30.
- Met with Marc Frazer Head of HM Security about the PV alarm system. He will present at May 1 meeting.
- Answered questions for new residents.
- Sent out PV UPDATES.
- Next HMMA meetings May 1.

HMMA Report:

- North Double Gate install has started.
- Sports Pavilion and picnic tables are ready for use. will be up by summer.
- Pool Pavilion will be done soon.

Treasurer's Report

Jeff Smith

Our Administrative expenses through March were under budget by \$2280 and Maintenance expenses were over budget by \$3975. I mentioned in my last report that we had spent \$16k out of our \$21k snow budget in the first quarter. Through April, snow removal costs have risen to \$26,100 putting us \$8100 over budget in this line item. The invoice for salting the walkways and roadways on February 6, 8, 9, 12 and 21 cost \$10,100 and had not been paid until March so was not included in my last report.

As of the end of March, we have \$80.8k in the Operating Fund which includes the \$27,980 excess funds that were carried over from last year. The Reserve Fund has a balance of \$243,277, down from the \$258,228 at the end of February.

The Council has been operating for some time without a disciplined policy for increasing our Reserve Fund. Too frequently, expenses that should rightfully be classified as General Maintenance expenses are taken from the Reserve Fund. Consequently, the budgeted amount (\$136k in 2025) that is earmarked to go into our Reserve Fund each year is typically far less.

Without having a consistent stream of income that can be counted on to contribute to the Reserve Fund, any reliable analysis for projecting the balance of our future Reserve funds is going to be more of a guess than a projection in which we can have a reasonable degree of confidence. The remedy is to allocate a dollar amount to the Reserve Fund each year and consider this money "untouchable" except for an extreme emergency. This is going to require increasing the General Maintenance budget and decreasing the amount allocated to the Reserve Fund, but making sure that whatever figure that is, actually goes into the Reserve Fund each year. I'd like to have this suggestion added to our Agenda for the upcoming meeting.

Landscape Report

Sandy LeDuc

Trees coming down tomorrow at 1236, 1179, trimming at 1215.
Assessing health of tree at 1195

Providing a list of dead shrubs for HMLD-winter was tougher than usual on shrubs.

Will probably have a rejuvenation list at the end of this year.

Two resident projects so far: 1182 and 1179. First will be short and 1179 will likely run into next year.

Point for discussion: we have 2 end lots that have drainage problems in the side and back yards. Both lots are beside Princeton Lane and back up on Chandler in one case and Princeton Lane on the Cul-de-sac in the other. We're getting a proposal for one and exploring solutions for the other which is more complicated and involves two properties. The discussion involves the presumptive policy regarding spending on the side and rear of residences.

I think the seeding last fall could be called a success. I had HM add soil and straw to the lot at 1197. Vendor made a scope error and in the resulting price was low-the crew misunderstood the scope and covered twice the area. It looks like it has taken root pretty successfully. I'll probably identify front lawns that I can use this method on at the end of this year. It might mean trimming some trees to open up some space for sun.

Maintenance Report

Norm Ricker and Rod Lukens

1. Egan completed repairs on Units 1200 - 1203, as well as some remaining repairs on 1197 - 1199.
2. Egan installed the new Princeton Village sign at the upper entrance. The lower entrance sign will also be painted.
3. Jon Burton made downspout repairs at 1220 and 1210.
4. Estimate was requested from Braulio General Contractors to remove the walkway railing at 1179 and install most of it at 1222 along a steep drop-off at that side walk.
I had a meeting with company owner Braulio Siguenza on 4/14/25 and reviewed various Village maintenance issues, including future Capital Projects, for which he is interested in providing his bids and services.
5. A \$2,104 proposal from HM Landscape was approved for regrading and sodding the front and side lawns at 1243 to correct a long existing runoff and erosion problem.
6. At the March Council Meeting, the Trex Pebble Grey and Rope Swing colors were approved for the deck and railings, respectively, at 1236 for the new proposed deck.

Architecture Report

Dick Linden

APPROVED ARFs

1206 Replacement exterior carriage light per PV guidelines

1241 Replacement front storm door per PV guidelines.

1179 Sunroom window modifications without EGT permit

PENDING ARFs

1214 Deck repair, new support beam without EGT permit, encouraged owner to get second quote

1183 Replacement skylights and rebuilt casement windows, made recommendations for installers to new owner

1180 Conversion of screened in porch to enclosed with new casement windows, INCOMPLETE submission, detailed plan and EGT permit needed