

Villas At The River Homeowners Association

Board Meeting 11-16-16 @ 5:58 pm

Members in Attendance: Mary Huber, Earl Misch, Al Ernst, Jean Bloomquist, Julie Crane
Site Manager, Pamela Fetke

Guest: Mark Carlock

Treasurer's Report: see attached

1. Quorum determined.
2. Mary Huber, President called meeting to order.
3. A special "Welcome" was extended to Earl Misch, our newest Board member. He was appointed after Mark Carlock's resignation.
4. Mark Carlock, dba "Consider It Done" made a presentation on the status of his workload to-date.
 - a. His primary focus has been on gutter cleaning and installation of gutter covers. Covers are being added to areas of most concern: the outlying units on Villa Lane and Riverview Lane units abutting the river and wooded hillside. Additional costs in these areas for materials are projected @ \$1100.00.
 - b. Several units throughout the complex are in need of splash guards on inside corners of existing gutters. Material costs are projected @ \$2.00/guard x 150. These devices will retard roof runoff, but will cause a buildup of leaves and debris which will need on-going cleanup attention.
 - c. The current clothes dryer vents in the complex are of poor design and allow for the accumulation and buildup of lint in the vent pipes. He has cleaned some. The Board will hold discussion on the liability of this concern, whether it rests with the Association or individual co-owners.
 - d. Mark has become an advocate of the Villas HOA and his attention to detail is positive. It will take perhaps a full year of his work before the Board can fully determine his responsibilities in the future.
 - e. Mark will provide an assessment of the total complex at a future date.
 - f. Consider It Done has been given approval to work 40 hours per week to complete many tasks that require good weather.
 - g. The area has experienced a 'hard freeze' of late. Mark will commence trimming Oak trees throughout the complex as needed.

- h. Rid O' Rust has been applied to several units throughout the complex and Buildings 15 & 16 will be completed this Fall, weather permitting. Application of this product twice annually may be necessary to minimize iron stains from well sprinkler water. Mark will be working with our sprinkler contractor, Baushke Construction, in Spring '2017 to redirect sprinkler heads away from the buildings.
- i. Mark will be installing Christmas lighting at the Villas entrance and clubhouse this year.

Site Manager Report:

1. Outdoor furnishings along the river's edge will be left on site. No efforts will be made for winter storage, but the picnic table will not be permitted to set on the asphalt approach to the river dock pursuant to snow removal.
2. There will be an inspection of the complex with Auto-Owners on December 8th.
3. Al Ernst reported the final Miss Digg ticket charges sent by Sodus Township have been negotiated and costs will be shared by Villas LLC, Mike Cook and the HOA.
4. Al Ernst and Dick Wales have held discussions on the anticipated costs for roadway curb repairs.
5. The HOA is awaiting information from the insurance adjustor for payment of the final draws from the fire in Bldg. 7.
6. All co-owners are to provide the Association with a key to their unit in the event of an emergency. The key should be given to our Site Manager, Pamela Fetke. Only the following people have access to the secured lock where these are stored: Mary Huber, Julie Crane, Mark Carlock and Pam Fetke.
7. The Association maintains an off-sight storage cubbie on Sodus Parkway. Access to this area is restricted to: Mary Huber, Mark Carlock and Pam Fetke.
8. Christmas decorating of the clubhouse is scheduled for Friday, December 2nd @ 11:00 am.
9. '2017 Association dues increase notification was sent electronically on November 15th and mailed hard copy to all co-owners on November 17th.
10. The Board will request the Association attorney to review the Villas Master Deed/Bylaws on several issues, seeking clarification on areas of confusion regarding HOA vs co-owner responsibility.
11. Roof damage @ 2906-2908 Villa Lane was found requiring repairs @ \$661.00, work will entail the removal of some drip edge and shingles due to prior chipping ice which damaged the roof's surface.
12. The Association has been approached by the West Villa Lane neighbor seeking additional privacy concerns. A proposal for fencing in this area will be reviewed

in Spring '2017. There is approximately 640' which separates the complex from the adjacent property. An idea was presented to install 6' high wooden wolmanized shadow-box fencing. (fencing material per 8' section @ \$47.00 + posts @ \$8.00 each)

13. Documentation via Wightman and Associates has been submitted to FEMA, in hopes of receiving a variance from the existing federal flood plain map.
14. Mike Cook has requested our Site Manager to oversee future LLC liability issues during the remaining warranty period for new co-owners. Negotiations are on-going.
15. Al Ernst and Pam Fetke will be negotiating an annual inspection procedure for the septic system lift station in '2017.
16. Several co-owners have received notice from the Berrien County Drain Commission. This letter discusses the Howard & Sink Drain. There are some errors in the letter, which should read the estimated 2016 assessment \$6.20. There is no cause for concern in this matter.
17. The Site Manager has been instructed to contact Best Way Disposal for a possible discount on Association charges for 'snow birds' and subsequent less trash pickup during their absence.
18. A request will be made in January '2017 to Sodus Parkway Storage for a discount on costs if the full year is paid in advance.

New Business:

1. A proposal for garden space on-site was made for usage of a small area on West Villa Lane. The Board of Directors gave conditional approval of this request with the following parameters:
 - a. The garden shall not encroach on the road "right-of-way" of East Nickerson.
 - b. The garden shall not encroach on the property immediately adjacent to the West of the proposed garden.
 - c. If property lines to the West cannot be fully identified, then the adjacent owner of the property shall be contacted for concurrence and agreement concerning placement of the garden plot.
 - d. The garden area will be maintained in a neat and orderly manner.
 - e. No garden tools or implements may remain when the garden is not being worked – all tools will be removed at the end of each day.
 - f. Garden hoses, when not in use, may not be left on-site, as a means to water the plot.

- g. Any seating areas or tables used by the workers will be removed each evening.
- 2. The remainder of the meeting was discussion on the '2017 budget.

Next meeting: date yet to be determined.

Motion to adjourn: Julie Crane, 2nd – Earl Misch, @ 8:06 pm