

Villas at the River Homeowners Association

Board of Directors Meeting Minutes

April 17, 2017

These are the minutes and documents of the Villas Board of Directors meeting held April 17, 2017. In attendance: Mary Huber, Jean Bloomquist, Al Ernst, Julie Crane, Earl Misch and Pamela Fetke, Site Manager. Meeting was held in the Community Clubhouse and began @ 6:00 pm

Community Guidelines – Motion approved: Propane (only) fire pits will be allowed, but must be approved by the Board on a case by case basis before installation.

The 2017 election for Board of Directors is meeting this week to coordinate the election process. The Committee will be communicating upcoming dates and deadlines to the co-owners as soon as they are determined. Results will be announced at the 6/4/2017 - Annual Meeting, set by the Board.

Sodus Township has completed a Water Ordinance which includes Villas HOA. This will require the HOA to pay a monthly fee of \$436.80, \$5241.80/annually for water usage, maintenance and replacement of the water line to the entrance of the Villas.

The Villas HOA sewer lift station has been inspected, the system will be pumped May 9th and a full diagnostic on pumps will be done following.

The Capital Reserve Committee will be meeting in June to discuss, and allocate funds for projects proposed in 2017. A long term projection plan for common element maintenance will be discussed.

The Board suggested a meeting between Mary Huber and Jason Grimm, adjacent neighbor to the west, regarding the installation of privacy fencing.

Please find attached the Treasurer's report.

Mary Huber will contact AT&T on the Villa's 'Connected Community Status'.

There will be distributed two (2) NEW 'Did You Know' documents.

Julie Crane briefly discussed the efforts to-date on recent clubhouse upgrades and new furnishings.

Documentation is being finalized to FEMA (Federal Emergency Management Agency) in reference to the Villas request for a variance from the current flood plain map.

Mary Huber is working with the Villas HOA attorney to finalize separation papers from Mike Cook, developer.

Second Nature Gardens has been contacted in reference to removal of the seasonal tractor currently parked on Riverview Lane.

A motion was approved to allow co-owners to purchase an additional copy of the HOA Directory at a cost of \$10.00. There are limited copies available, please contact Pamela Fetke, Site Manager.

Next Meeting: May 18, 2017 @ 7:00 pm

Meeting adjourned 8:20 pm

Villas at the River Homeowners Association
Treasurer's Report
March, 2017

Highlights as of March 31, 2017

After adjusting for prepaid dues, General Dues are \$66,610 and \$458 under budget for the year through March. Adjusted net income is -\$9,067 and is \$14,104 over budget.

We have been refurbishing and refreshing the clubhouse. In February three offices and the exercise room were painted for \$1,900. We also incurred costs for deep cleaning the clubhouse for amounts totaling \$2,040 and are already over budget for the year in the Clubhouse Maintenance account by \$2,425. We've purchased two new chairs, two lamps, two rugs, table cart and table cart for approximately \$1,900. Sales of furnishings have netted us \$260. We had budgeted \$2,200 for new furnishings for the year and are under budget in this account.

Through April 1, 2017, we have paid \$19,633 for snow removal. We have budgeted \$30,000 for the year and assuming that we have no more snow, we will be under budget in this account by \$10,367 for the year.

Thus far in 2017, we have paid Midwest Roofing \$2,468 for roof repairs. Storage fees for our rental space have been paid in full for 2017.

After adjusting for prepaid dues, Capital Reserve dues received through March are \$27,199 and \$401 under budget. We have not had any expenses for this account yet.

As of the end of March, our balance sheet shows:

- General Account: \$75,712.49
- Capital Reserve Account: \$66,909.18

Note: Capital Reserve dues of \$9,533.00 received in March 2017 will be transferred to the General Account in April 2017.

The Villas Homeowners Association				6:48 AM	6:49 AM		
Budget vs Actuals Summary YTD				04/13/2017	04/13/2017		
January through March 2017							
		Jan - Mar 17	Budget	\$ Over Budget	Notes	Budget	\$ Over Budget
Income							
	305 · Association Dues Received	71,470.00	67,068.00	4,402.00	After adjusting for Prepaid Dues, dues are \$66,610 and \$458 under budget. March Dues for two residents are late.	268,272.00	-196,802.00
	308 · Clubhouse Rental Acct	100.00	300.00	-200.00		1,200.00	-1,100.00
	309 · AT&T Commissions	600.00		600.00			600.00
	312 · Dividend-Business Growth Acct	17.63	15.00	2.63		60.00	-42.37
	321 · Insurance Receipts - Misc.	725.72		725.72			725.72
	350 · Miscellaneous Income	260.00		260.00	Sale of Furniture \$260		748.43
Total Income		73,173.35	67,383.00	5,790.35		269,532.00	-195,870.22
Expense							
	400 · Administrative Expenses						
	410 · Fire Protection	0.00	0.00	0.00		250.00	-250.00
	411 · Tax Payments	0.00	0.00	0.00	Pd \$357 on 4/14/2017 for 2016 Taxes	300.00	-300.00
	420 · Office Supplies	166.99	225.00	-58.01		1,400.00	-1,233.01
	430 · Fire Extinguisher	0.00	0.00	0.00		350.00	-350.00
	440 · Annual Statement	0.00	0.00	0.00		20.00	-20.00
	442 · Administration	2,535.00	2,535.00	0.00		10,160.00	-7,625.00
	443 · Accounting Services	525.00	600.00	-75.00		600.00	-75.00
	444 · Legal Services	2,902.10	3,700.00	-797.90	Pd \$1,155 on Apr 1	10,000.00	-7,097.90
	450 · Insurance	6,947.62	7,200.00	-252.38		30,700.00	-23,752.38
	400 · Administrative Expenses - Other	50.00	0.00	50.00		350.00	-300.00
Total 400 · Administrative Expenses		13,126.71	14,260.00	-1,133.29		54,130.00	-41,003.29
	455 · Clubhouse						
	460 · Cleaning	543.00	525.00	18.00		2,100.00	-1,557.00
	462 · Clubhouse Maintenance	5,055.62	1,350.00	3,705.62	Feb - Painted 3 offices, exercise room for \$1900 Mar - Pd \$2,048 to CID to deep clean clubhouse & supplies, etc.	2,500.00	2,424.62
	465 · Clubhouse Electric Utilities	545.76	813.00	-267.24		3,250.00	-2,704.24
	470 · Clubhouse Gas	627.69	600.00	27.69		1,600.00	-972.31

The Villas Homeowners Association						6:48 AM			6:49 AM
Budget vs Actuals Summary YTD						04/13/2017			04/13/2017
January through March 2017									
			Jan - Mar 17	Budget	\$ Over Budget	Notes	Budget	\$ Over Budget	
		475 · Pest Control	0.00	0.00	0.00		100.00	-100.00	
		476 · CLH Equipment Replacment	1,635.16	2,200.00	-564.84	Mar - \$1,635 Purchased 2 lamps and 2 chairs, table cart, chair cart, entry rug Apr - Pd \$275 for rug, extra fabric for foyer chairs	2,200.00	-564.84	
		480 · Clubhouse Supplies	85.33	345.00	-259.67		1,375.00	-1,289.67	
		Total 455 · Clubhouse	8,492.56	5,833.00	2,659.56		13,125.00	-4,763.44	
		500 · Ponds							
		510 · Fountain Remove & Install	451.00	450.00	1.00	Removed fountain in 2016 and put in storage	1,500.00	-1,049.00	
		515 · Pond Electric	94.75	75.00	19.75		950.00	-855.25	
		520 · Pond Supplies	0.00	950.00	-950.00		950.00	-950.00	
		525 · Pond Replacement Equipment	0.00	0.00	0.00		500.00	-500.00	
		535 · Pond Labor	0.00	0.00	0.00		2,500.00	-2,500.00	
		Total 500 · Ponds	545.75	1,475.00	-929.25		6,400.00	-5,854.25	
		540 · Pool							
		545 · Emergency Phone	249.92	187.50	62.42		750.00	-500.08	
		550 · Pool License	0.00	0.00	0.00		66.00	-66.00	
		552 · Pool Gas Utilities	0.00	0.00	0.00		175.00	-175.00	
		553 · Pool - Electric	0.00	0.00	0.00		600.00	-600.00	
		555 · Pool Supplies	0.00	0.00	0.00		600.00	-600.00	
		560 · Pool Labor	0.00	0.00	0.00		3,500.00	-3,500.00	
		565 · Pool Open & Close	0.00	0.00	0.00		1,700.00	-1,700.00	
		570 · Pool Equipment- Replacement	0.00	0.00	0.00		500.00	-500.00	
		Total 540 · Pool	249.92	187.50	62.42		7,891.00	-7,641.08	
		575 · River Expenses							
		585 · Boat Dock Repairs	0.00	0.00	0.00		250.00	-250.00	
		Total 575 · River Expenses	0.00	0.00	0.00		250.00	-250.00	
		600 · Winter Services							
		605 · Winter Supplies	274.72	750.00	-475.28		750.00	-475.28	
		610 · Snow Removal	17,643.55	30,000.00	-12,356.45	Pd \$1,989 on 4/1	30,000.00	-12,356.45	
		615 · Winter Labor	1,163.42	1,600.00	-436.58		1,600.00	-436.58	

The Villas Homeowners Association						6:48 AM			6:49 AM
Budget vs Actuals Summary YTD						04/13/2017			04/13/2017
January through March 2017									
			Jan - Mar 17	Budget	\$ Over Budget	Notes	Budget	\$ Over Budget	
		Total 600 · Winter Services	19,081.69	32,350.00	-13,268.31		32,350.00	-13,268.31	
		620 · Building Exterior Maintenance							
		621 · Fence Maintenance	0.00	0.00	0.00		3,750.00	-3,750.00	
		624 · Driveway Maintenance	215.90		215.90	CID filled potholes		215.90	
		625 · Building Maintenance Labor							
		626 · Labor - Gutters	23.00	0.00	23.00		5,500.00	-5,477.00	
		627 · Labor - Exterior Maintenance	3,297.72	1,500.00	1,797.72	Midwest Roofing Roof Repairs YTD \$2,468	11,000.00	-7,213.85	
		Total 625 · Building Maintenance Labor	3,320.72	1,500.00	1,820.72		16,500.00	-12,690.85	
		628 · Materials-Exterior Maintenance	223.43	300.00	-76.57		2,000.00	-1,776.57	
		628A · Storage Fees	840.00	1,000.00	-160.00	Paid for the year.	1,000.00	-160.00	
		Total 620 · Building Exterior Maintenance	4,600.05	2,800.00	1,800.05		23,250.00	-18,161.52	
		630 · Landscaping							
		631 · Landscaping Electric							
		632 · Electric - Sign Lights & Well	66.05	75.00	-8.95		450.00	-383.95	
		633 · Electric - Wells & Sprinkler	502.16	225.00	277.16		4,000.00	-3,497.84	
		Total 631 · Landscaping Electric	568.21	300.00	268.21		4,450.00	-3,881.79	
		634 · Irrigation Winterization	0.00	0.00	0.00		975.00	-975.00	
		635 · Sprinkler & Well Repair/Maint	0.00	0.00	0.00		6,000.00	-6,000.00	
		636 · Mowing	0.00	0.00	0.00		29,000.00	-29,000.00	
		637 · Spring Clean Up	0.00	0.00	0.00		1,800.00	-1,800.00	
		638 · Fall Clean Up	0.00	0.00	0.00		6,000.00	-6,000.00	
		639 · Fertilization Program	0.00	2,500.00	-2,500.00	Pd \$2,000 to Lawn Medic for the year on 4/1.	2,500.00	-2,500.00	
		640 · Mulch & Labor	0.00	0.00	0.00		2,000.00	-2,000.00	
		641 · Flowers	0.00	0.00	0.00		500.00	-500.00	
		642 · Landscaping Labor	886.28	0.00	886.28		13,000.00	-11,982.72	
		643 · Landscaping Misc Materials	324.53	0.00	324.53		1,200.00	-875.47	
		644 · Street Lights	1,342.47	1,500.00	-157.53		6,000.00	-4,657.53	
		645 · Tree Trimming	0.00	0.00	0.00		10,000.00	-10,000.00	
		646 · Christmas Lights	703.12	0.00	703.12		750.00	-46.88	
		Total 630 · Landscaping	3,824.61	4,300.00	-475.39		84,175.00	-80,219.39	
		700 · Sewer, Water, & Trash							

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Budget vs Actuals Summary YTD				04/13/2017	04/13/2017		
January through March 2017							
		Jan - Mar 17	Budget	\$ Over Budget	Notes	Budget	\$ Over Budget
	302 · Capital Reserves Monthly Contr	29,467.00	27,600.00	1,867.00	After adjusting for Prepaid Dues, dues are \$27,199 and \$401 under budget. March Dues for two residents are late.	110,400.00	-80,933.00
	313 · Dividend-Money Market Acct	21.40		21.40		21.40	
Total Income		29,488.40	27,600.00	1,888.40		110,400.00	-80,911.60
Expense		0.00					
Net Income		29,488.40	27,600.00	1,888.40		110,400.00	-80,911.60
Prepaid Dues as of Dec 31, 2016		2,832.00	-	2,832.00			
Prepaid Dues as of Mar 31, 2017		(5,100.00)	-	-5,100.00			
Adjusted Net Income		27,220.40	27,600.00	(379.60)			
Dues Adjusted							
	302 · Capital Reserves Monthly Contr	29,467.00	27,600.00	1,867.00			
Total Dues		29,467.00	27,600.00	1,867.00			
Prepaid Dues as of Dec 31, 2016		2,832.00	-	2,832.00			
Prepaid Dues as of Mar 31, 2017		(5,100.00)	-	-5,100.00			
Adjusted Dues		27,199.00	27,600.00	(401.00)			
The Villas Homeowners Association				7:01 AM			
Balance Sheet				04/13/2017			
As of March 31, 2017				Accrual Basis			
				Mar 31, 17			
ASSETS							
Current Assets							
Checking/Savings							
	111 · United Federal Credit Union	75,712.49					
	114 · UFCU MM (Capital Reserve Acct)	66,909.18					
Total Checking/Savings		142,621.67					

The Villas Homeowners Association				6:48 AM		6:49 AM	
Budget vs Actuals Summary YTD				04/13/2017		04/13/2017	
January through March 2017							
		Jan - Mar 17	Budget	\$ Over Budget	Notes	Budget	\$ Over Budget
	Total Current Assets	142,621.67					
	TOTAL ASSETS	142,621.67					
	LIABILITIES & EQUITY						
	Equity						
	280 · Retained Earnings	101,220.84					
	Net Income	41,400.83					
	Total Equity	142,621.67					
	TOTAL LIABILITIES & EQUITY	142,621.67					
	Capital Reserve Dues received in March 2017 of \$9,533 will be transferred to the General Account in March 2017						