

# Villas of Northwyck Condominium Association

## Meeting Minutes – 27 May, 2015

**Meeting Location:** Northwyck Clubhouse, Troy, MI

**Meeting Date:** 27 May, 2015 at 6:00 PM

### Board Members Present:

- Susan Schreier, President
- Pat Hurley, Vice President
- Stacie Greslick, Treasurer
- Leon Hart, Director

### Metro Management

- Marti Johnson, Operations Manager
- JC Palmer, President

**Meeting: Called to order at 6:10 PM.**

### APPROVAL OF PREVIOUS BOARD MINUTES

Approved February 2015 budget meeting minutes.

Per Nicole Voss at McShane, she does not have the minutes she took at the October 2014 board meeting; therefore she has no record of approval of September 2014 meeting minutes. Board will need to retroactively approve September meeting minutes. Schreier will send out minutes from October Management Report previously sent for consideration of approval by Nicole.

April 6 meeting minutes will be created by Susan Schreier.

### ADMINISTRATIVE

#### ANNUAL MEETING

Scheduled for Tuesday, June 2. Review of draft agenda. JC to forward slide deck for Board review.

#### JOINT MEETING WITH THE TOWNES OF NORTHWYCK

Scheduled for June 10 6:00 PM. JC will check with McShane and Townes on number of board members and management company representatives to attend as this will be the first meeting of the two communities with separate management companies. The joint operating agreements is addressed in the Bylaws under Article IX RECREATIONAL FACILITIES, Section 2. Administration of Recreational Facilities. Topics: Clubhouse painting and chair upholstery, bridge maintenance, pool and pool keys, new clubhouse pavers.

#### NEW ASSOCIATION MEMBERS

No new association member as; appear to have been no sales since last meeting.

## GROUNDS MAINTENANCE

JC will be doing a walk through with Paul from Transcending Gardens tomorrow. Marti already has had some discussion with Paul regarding dissatisfaction with cut of grass. Per Marti, mowing cut is higher now which is good.

Some ranch units have bare ground or moss under ranch dining room windows where grass does not grow well. Some units have hostas planted there that seem to do well. Look at options to mulch and plant four hosta.

Metro to get quotes for potential sod replacement of units that continue to have extremely poor condition lawns.

New fertilization company Transcending Gardens is using is doing better. Consensus grass is much greener with fewer weeds.

## IRRIGATION

Precision Irrigation has the system up and running and made all repairs, timers set. They have terminated the part of the system that was watering part of the Townes property. Looking at fine-tuning watering in shrubs and knock out roses behind Villas wall. Discussion of increasing irrigation this year, will increase as needed. Previous past calculations based on water bills estimate \$600 to \$700 per irrigation cycle. Troy increasing water rates around 10% this year. Some brown in grass due to fountain grasses in lawn and other issues. All clocks set to start at 11 PM per City of Troy ordinance.

## CLUBHOUSE ENTRANCE PORCH AND INTEGRATED SIDEWALK

Mudman has removed and reinstalled the brick pavers at the front porch and re-poured the first section of walkway to correct the pitch to minimize the previous issues winter heaving going forward. The Townes has expressed dissatisfaction with the work (color of new cement not matching original cement, doorway) which will be a discussion topic at joint meeting.

## FOUNTAIN

Reviewed quotes and suggestions from three vendors to replace the fountain in detention pond area. Will be on timer. *Motion made by Pat Hurley to accept quote from JC Living Waters to purchase and install new Kasco fountain, seconded by Stacie Greslick. **Motion approved.*** Discussion of possible treatment options to reduce vegetation in the water and elimination of phragmites around perimeter.

## ASPHALT

CRACKFILL: Metro has been following up with DCAM regarding full completion of the partial work they did late last fall. Per DCAM, not advantageous to do in spring due to wet. ETA is first week of June to complete work from last fall.

## SEALCOAT

Select Sealcoat to complete sealcoating work of all driveways this week, weather permitting. Any work affected by the rain or other quality issues will be noted by Metro and corrected by Select.

## ORNAMENTAL GRASSES

*Motion made by Susan Schreier to approve quote from Transcending Gardens to remove the ornamental grasses along the north fence line that are starting to seed into the back lawns in order to avoid the issues we are having with the front units, seconded by Stacie Greslick. **Motion approved.***

## **BUILDINGS**

### **PAINTING PROJECT**

Action Painting will paint three buildings starting on or about June 6.

### **FENCE PAINTING**

Wooden fence along the north border of the Villas property is bare in some places. Metro presented quote from Action Painting to paint either one or both sides of the fence. Board deferred decision until Metro will obtain a quote from Stan who does the decks to power-wash it and see if we could then gather enough volunteers in the community to handle the painting later this summer.

### **GUTTER PROJECT**

Proceeding with Century Gutter.

### **POOL**

Pristine Pools has opened the pool. Current pool permit for 2015 was secured and is displayed in back window of clubhouse by the pool rather than the display box beside the front entry. Metro does not have a key to it.

## **FINANCIAL**

### **STATUS OF ACCOUNTS RECEIVABLE**

COLLECTIONS: Over all, in good shape. One co-owner is on a monthly payment plan related to costs incurred due to the grass replacement violation. A second co-owner is behind due to non-payment of late fees and has been turned over to legal attorney.

### **MONTHLY FINANCIAL REPORTS**

March and April reports discussion.

### **METRO MANAGEMENT CLIENT PORTAL**

Per JC client portal in beta with a couple of their smaller communities. Hoping to expand this to additional communities in the future. Co-owners will be able to view their account and other information online.

## **OLD BUSINESS**

### **EGRESS WINDOW COVERS/GRATES**

Discussion of maintenance of egress window covers/grates. Metro would like to do a demo of one of possible plastic covers. Consideration of painting the current metal grate coverings of the egress window wells as some are showing signs of rust.

## **NEW BUSINESS**

### **ESTATE SALE**

Request by homeowner who is moving, to have an estate sale. Garage sales are prohibited in the bylaws. Board will consider as a test run to see if it is possible to do without disrupting the community, pending agreement of co-owner to following conditions: Must be professionally run, agree to a security deposit to offset any damages to Villas of Northwyck, signage limits, confirm length of time of sale.

## **OPEN DISCUSSION**

### **PAT HURLEY**

Would like more consistent communication to all board members especially in regard to projects.

Has been asked about putting out a community newsletter and posting on VON website. Per Susan Schreier, one was just published and included in the Annual Meeting notice but as some co-owners may have missed it, will bring a few copies to Annual Meeting next week. Susan Schreier will ask Penny Paul to place on VON website. Goal to publish quarterly.

### **SUSAN SCHERIER**

Would like update on dead shrub replacement. Per JC Palmer, Metro to do walk with TG site-wide to evaluate for replacement this week.

## **CALENDAR REVIEW**

Next Board Meeting will be determined at a later date.

## **ADJOURNMENT: 8:30 pm.**

Meeting minutes submitted by Susan Schreier, Secretary

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