

# Villas of Northwyck Condominium Association

## Meeting Minutes – October 25, 2017

**Meeting Location:** Northwyck Clubhouse

**Meeting Date:** 25 October 2017 at 6:00 PM

### Board Members Present:

- Susan Schreier, President
- Patricia DeSatnick, Vice President
- Bruce Papet, Treasurer
- Kevin Fanroy, Secretary
- Eliseo Carrillo, Director

### Metro Group Management:

- Marti Johnson, Property Manager

**Meeting called to order at 6:00 PM**

## ADMINISTRATIVE

### APPROVAL OF BOARD MEETING MINUTES

- August 29, 2017 Minutes – Motion to approve by DeSatnick. **Unanimously approved as corrected.**

### NEW ASSOCIATION MEMBERS

- 1290 Alameda Blvd (pending)

## GROUND

### PHRAGMITE RESTORATION AREAS:

- 1362 AB            Work completed, co-owner has given positive feedback on results
- 1354-1362 AB    Wildflower mix has been seeded to the area
- 1374 – 1394 AB   Grass seed is coming in now

SHRUB REPLACEMENTS AND MODIFICATIONS            Landscaping has completed the shrub replacements and 1349 HH modification request. 1331 AB did not receive a yew to replace one that was taken out; the one they brought was too small so will return with larger one to better fill the area.

LANDSCAPE CONTRACT (2018)                      **Tabled** until next meeting. One quote received, waiting on another. Schreier will follow-up with other contractor; they are looking for how many cubic yards of mulch were used last time; Marti will check 2014 info. May also continue with AP, weekly work has generally been good as far as mowing and edging.

DRAINAGE PROJECT                      Century Gutter scheduled to begin later this week, weather permitting. Work to include:

- Wabash Avenue building: re-establish all outlets on back side of building
- 1362 AB: correct downspout
- 1414 AB: relocate outlet to front yard so not draining over walkway to Emerald Lakes
- Board to review job site that ground has been satisfactorily restored post-project prior to payment

IRRIGATION                      Precision has blown out the system for the season, with the exception of the area on AB that was seeded recently. Owner has not responded to management's many requests to find a solution for the shrub misters. Management will look at alternative vendors for next year.

WEEDING                      1361-1365 HH in need of weed removal; other areas also. Marti will address with AP.

WINTER CLEAN UP                      Schreier requested management remind AP that the pear trees always fall late, normally first week of December, but will likely later this year due to heat and that these will need removed so they do not clog storm sewer drains.

LAWN EDGING                      AP has not done the past 2-3 times they have been here. Marti will address with AP.

## **BUILDINGS**

1266 AB                      Marti will have AP repair the rotten boards under unit's kitchen window and use a solution to remove green discoloration from the stone facing.

WABASH LIGHTS                      Discussion of motion solar vs. hardwired vs. deck light.

## **FINANCIAL**

### **STATUS OF ACCOUNTS RECEIVABLE**

PAST DUE                      One co-owner remains past due. Marti will contact co-owner to determine cause.

VIOLATION FINE                      Co-owner has satisfactorily corrected deck maintenance violation but is refusing to pay fines. Management will send final warning letter to resolve fines prior to turn over to attorney for collections next month as once it is turned over, co-owner will also incur the attorney fees.

### **MONTHLY FINANCIAL REPORTS**

- August 2017 Financial Report – **Unanimously approved.**
- September 2017 Financial Report – **Unanimously approved.**

## COMMUNITY ISSUES

BRIDGE REPAIRS Management working with MDEQ for approval on cutting of phragmites on either side of the bridge. Possible chemical treatment next fall.

CLUBHOUSE REFRIGERATOR Refrigerator was able to be repaired, new refrigerator not necessary.

CLUBHOUSE CLEANING VON resident who recently rented the clubhouse took the initiative to have the carpet cleaned prior to event at own expense. **Board ok'd reimbursement if Townes will OK sharing the expense. Marti will check with Townes (later approved via email @ \$62.50 per side).**

BRIDGE Management has not received approval for repairs from the Townes.

BOULEVARD REPAIRS Discussion of potential cold patch to help hold road over until repairs next spring since Townes isn't moving on it this year; may be too late to do now due to the weather.

## UNRESOLVED BUSINESS

BYLAW UPDATES Tabled discussion.

### TREE REPLACEMENTS

- 1387 AB serviceberry to be replaced tomorrow.
- 1317 HH dead pine tree will be pulled out and replaced this fall if can get stump out in time

## NEW BUSINESS

BUDGET 2018 Discussion of draft for next year's budget. Management will update and return to Board for final approval. **Motion by Desatnick to approve budget pending 3 line item adjustments. Unanimously approved. {Final budget draft APPROVED via email}.**

SLOWING TRAFFIC Speed continues to be an issue. Marti will send samples of a sign that is a more noticeable bright yellow and order additional 15 MPH signs for the community.

DOGS ON LEASH Marti will also check into a "dog must be on leash" sign for the Emerald Lakes path; there has been an uptick in walkers coming from Emerald Lakes with dogs off leash and refusing to put them on a leash when asked. This is a Michigan State law in addition to a community rule.

## CALENDAR REVIEW

Next VON Board meeting scheduled for Tuesday, November 28 at 6:00 PM.

## ADJOURNMENT: 8:10 PM

Meeting minutes respectfully submitted by Susan Schreier