

Villas of Northwyck Condominium Association

Meeting Minutes September 1, 2015

Meeting Location: Northwyck Clubhouse, Troy, MI

Meeting Date: 01 September, 2015 at 6:00 PM

Board Members Present:

- Pat Hurley, President
- Susan Schreier, Vice President/Secretary
- Stacie Greslick, Treasurer
- Leon Hart, Director
- Patricia DeSatnick, Director (partial)

Metro Property Management present:

- JC Palmer, President
- Marti Johnson, Field Inspector/Quality Control

Meeting called to order at 6:20 PM

ADMINISTRATIVE

MEETING MINUTES for July 1, 2015, as well as September, 2014, and February 2015 board meetings approved.

TOWNES AND VILLAS COMMON FACILITIES OPERATIONS POLICY

Sept 15th meeting scheduled at Meisner Law to discuss with VON Attorney Meisner.

Joint meeting with Townes set for September 9th 6:00 PM. President Hurley and Treasurer Greslick will attend. Will use itemized cost share items from last meeting to address outstanding issues.

NONCOMPLIANT EXTERIOR MODIFICATION: Co-owner sent response letter to Metro regarding violation. Attorney to review. JC will get additional info.

NO NEW ASSOCIATION MEMBERS SINCE LAST BOARD MEETING.

GROUPS MAINTENANCE

GROUPS MAINTENANCE UPDATE:

Transcending Gardens REMOVAL OF HAMELN GRASSES between the garages, expected completion first week of September. Cost was \$1,810 vs. fall cut back \$1,680. SHRUB TRIMMING to be done first week in September. Quote for SHRUB REPLACEMENTS site wide includes 2 year warranty, will be tagged with year. Vice President Schreier concerned that price has increased while nurseries are discounting shrubs for fall; requested reduction in price. Treasurer Greslick concerned with Fall planting; JC states not a problem and Fall a preferred time to do this.

Motion made by to approve by Leon Hart \$6,000, seconded by Susan Schreier based on JC pursuing reduced price. **Motion passed.** Metro will do voice mail blast and letter to residents that they are responsible for watering new shrubs. To protect future shrubs from damage by dryer exhaust vents, will look at exhaust deflectors to place there.

PHRAGMITE REMOVAL should be done this fall, best time to remove. Reviewed proposal from the Pond Guy for select areas. **Motion made by Pat, seconded by Leon to approve phragmite removal for areas 1,2, and 4. Motion passed.** Need to work with DEQ on area 3 by bridge.

PRECISION IRRIGATION Has done mid-season check of the system and made necessary repairs to heads throughout the community.

POND/FOUNTAIN UPDATE JC seeking meeting with state representative and the DEQ to address pulling back of permit from DEQ for treatment of wetland detention area. Vendor told Marti they could not give any trade in value for current fountain to replace with an upgraded one, VON would have to purchase a second new one.

ASPHALT REPAIR JC walked VON roads with DCAM. Much failure of asphalt along curb, especially in lowest area along south side of Alameda. JC has commitment from DCAM to do a thorough, quality job. Expects road to last approximately five years before major repairs needed, especially if stay on top of it with aggressive crack fill for road to keep issues at bay and increase curb appeal. President Hurley requested a Performance clause be added to the contract; JC will put in specification subject to approval of work as well as an exception for weather as better to wait until next year then do when weather is bad. Complete by first week of October. JC will add path to Emerald Lakes. Will also have Select bid when contact back as well as bids from two other vendors. **Motion made by Susan Schreier to approve, seconded by Pat Hurley for asphalt repair/crack fill, not to exceed amount of DCAM bid. Motion passed.**

SNOW REMOVAL. Marti has been getting bids for 2015/2016 snow removal. Look at adjusting guidelines. Pitting in cement from overuse of ice melt. Consider committee for winter to advise when treatment needed.

BUILDINGS

GUTTER REPLACEMENT PROJECT Century Gutter scheduled to complete this project by end of September for buildings O, P, Q, and R as well as the center island work. Secretary Schreier requested drains be placed up into the center of the lawns rather than down by the sidewalks; also concern that clogged downspouts and underground drains are contributing to overflow. Treasurer Greslick would also like more thorough explanation of purpose of the project. Per JC, can look at just changing to 6" gutters on front of building without routing all water to one downspout and digging in lawns to see if just having bigger gutters handle water flow. Ice dams will likely still form icicles due to roofline and transition cold to hot so larger gutters won't eliminate ice damming. Heat tape an option but higher electric bills for co-owners as it plugs in and own thermostat. Check with two of co-owners who have had issues for demo (I-32, S-72). Will clean out drains; Marti will email dates.

FENCE PAINTING PROJECT: Per the board's approval, Action Painting has been contracted to paint the fence on the north side of the Villas. Marti and JC trying to delineate property line of fence, working with City of Troy to find out what and how we can do the back side. Best to paint both sides to prolong life of fence, will start either way. Marti awaiting schedule. \$6,000 for the Villas side.

1362 ALAMEDA Marti will check how much the back landscape is improved after phragmites removed, should give unit and 1366 Alameda much more yard. Marti will get with TG to check options such as Geomat or grass/sod solution if needed.

FINANCIAL

STATUS OF ACCOUNTS RECEIVABLE

MONTHLY FINANCIAL REPORTS June 2015 and July 2015 financial reports approved.

WATER COST AND USAGE REPORT Reviewed report presented by JC. Metro will check top two units with much higher than average water use for leaks, etc.

NEW BUSINESS

Co-owner has sent many emails regarding various concerns and ideas. Roving reporter to Board/committee involvement if interested?

Review sample of address book that could be compiled and printed at little to no cost to VON. Director DeSatnick willing to help collect information and publish.

Copies of a draft for possible Community Survey distributed to board members for review and consideration of whether it is something the Board would like to do.

Treasurer Greslick requested a 5 year plan of big projects such as roofs and roads to prepare for 2016 budget and address whether association is funded properly, where reserve money expected to go, assessments vs. raising dues.

CALENDAR REVIEW

Next board meeting to be determined; budget meeting slated for November.

ADJOURNMENT at 8:20 PM.

Meeting minutes submitted by Susan Schreier, Secretary