

Woodlands of Livonia Homeowners Association Minutes of Board of Directors Meeting 07.28.09

Location: Arlis Olson residence
Convened: 7:05 p.m.
Adjourned: 8:30 p.m.

Present: Deb Anderson (President), Ken Grasso (Vice President),
Scott Fildes (Director), Arlis Olson (Treasurer).

Notes: Agenda Items appear in large boldface type. Information, Discussion and Decisions sections appear in bold. Abbreviations are as follows: HOA- Homeowners association, HO- homeowner, BMA- Board Member Anderson, BMF- Board Member Fildes, BMG- Board Member Grasso, TO- Treasurer Olson.

Review of Minutes

Decision

- Motion to approve minutes of 05.27.09 by BMA, second BMF, carried unanimously.

Treasurers Report

Information

- TO reviewed the 2009 actual expenses to date and budget variances, status of checking and money market accounts and projections for cash flow through September.
- TO reviewed aged receivables of \$2,146.43 noting that it included a credit of \$462.00 for prepaid dues by a HO and six HOs with outstanding dues and late fees.
- TO reviewed current aged payables of \$10,054.53 which includes Becker Greenhouse in the amount of \$1,810.00 for May gardening services; Connexus Energy in the amount of \$1,960.13 for electric costs and Elk River Exteriors in the amount of \$6,284.40 for hail damage repairs to the entrance buildings at County Roads 1 & 4

Discussion

- Board members reviewed the status of the HOs with unpaid dues and late fees. Two of the HOs are on repayment schedules; one of the homes is in the foreclosure process and apparently has been sold – the dues and late fees from the date of the sheriff's sale should be paid on or before closing; one home has gone through the foreclosure process and dues are being billed to the mortgage company which had been paying until this quarter—correspondence will continue to be sent to them and one HO has not responded to letters or telephone messages.
- TO indicated the Connexus Energy payable amount is an “autopay” item and payment approval is not required. In addition, the gardening service invoice is consistent with the contract and the board previously gave TO authority to pay invoices consistent with approved contracts. The only payable requiring payment approval is the Elk River Exteriors amount and that issue is the subject of a later agenda item.

Decision

- Motion by BMF to involve our attorney in the collection process for the HO that has not responded to letters or telephone messages if payment is not received by July 31st; second by BMG, carried unanimously.

Status of 26865 Woodlands Pkwy property

Information

- Reconstruction--BMA reported that following the Architectural Committee inspection of the property and several personal conversations she had with the owner's representative in early June, substantial progress has been made on completing the repairs to the exterior of the property. The major remaining element is the roof which currently has two different colors of shingles. Bids to correct that matter are currently being solicited by the owner's representative, therefore it is expected the work will be completed in the near future.
- Garbage service—TO indicated that the HO has been receiving a credit for garbage service on the association dues since the second quarter of 2008 as the residence was vacant and we suspended service. The owner's representative has requested that service be reinstated. Inasmuch as a credit for the whole third quarter of 2009 was issued, two months of the credit should be rescinded if service is reinstated as of August 1st. In addition, ACE has indicated that there will be a \$38 delivery fee for delivering garbage/recycling containers.

Discussion

- Reconstruction—Board members were pleased that considerable progress has been made, however all concurred that the work must continue to be monitored to ensure it is completed in a timely fashion.
- Garbage service—BMF felt that since we (HOA) initiated the action to suspend the garbage service that we should cover the ACE delivery costs and the HO be billed for the two months of credit previously given. He also suggested that TO send a letter to the HO explaining the issue.

Decision

- Motion by BMF to have TO contact ACE to reinstate garbage service for the HO; rescind the August & September 2009 credit given and invoice the HO and that the HOA absorb the ACE delivery costs; second by BMA, carried unanimously.

Elk River Exteriors hail damage repair work

Information

- An invoice from Elk River Exteriors (ERE) was received for the hail damage repairs (new metal roof, fascia, etc.) on the two association entrance buildings at County Roads 1 & 4 that included extra costs for an ice & water shield underlayment for the County Road 4 building. BMG had requested more detailed information on the additional costs and a meeting with a representative of ERE to discuss the matter.

Discussion

- BMG & BMF reported that they met on-site with the ERE representative to review the entire project and the extra costs in detail. They agreed that the extra work was accomplished and that the total project was completed with good quality; however, in hindsight, they felt there likely could have been better lines of communication established from the outset of the project. They also indicated that ERE completed needed minor roof repairs to the 5th Addition pavilion at no additional cost.

Decision

- Motion by BMG to approve payment of the ERE invoice in the amount of \$6,284.40 (\$5,684.40 plus \$600 additional cost); second by BMA, carried unanimously.

Information / Miscellaneous

Information

- a. Neighborhood break-ins—BMF reported that WOL has been fortunate in past years in that we have not experienced thefts from vehicles, break-ins, etc. that have been common in other neighborhoods within the county. Obviously, our luck has run out as there has been a concentration of incidents lately. These types of activity seem to be more prevalent in the summer months when school is not in session and there are more “opportunities” with open or unlocked garage / home doors and vehicles sitting out. The sheriff’s department has increased patrols in the neighborhood and a deputy has occasionally walked portions of the trails at night. BMF reiterated that we all have to be vigilant in keeping our overhead garage doors and all other doors closed and locked, be aware of suspicious vehicles and or persons in the neighborhood and to notify the sheriff’s office whenever you have a concern about anything. They would rather have too many “suspicious activity calls” than incident calls. The sheriff’s office will also do security checks when you are gone on vacation or a winter sabbatical---just call the dispatcher at 763-241-2540 to give them the pertinent information and a daily check will be made.
- b. Trail tree / brush trimming--TO indicated that he has been doing some trimming during his periodic trail cleaning activities but he suggested that small group of volunteers be organized to drive the entire trail system and do a more thorough trimming of tree branches and brush that are overhanging or encroaching on the trail as they pose a potential danger to trail users and an obstruction for snow removal operations. TO offered to coordinate the activity in the next month or so and suggested an email announcing the effort be sent out prior to the work being done.

BMF also brought up the fact that the brush / small trees on the westerly side of the County 4 entrance pond are almost to the point of obscuring the view of the pond and work needs to be done in that area too. He suggested that once the irrigation season is over we spray the area to kill the brush and trees and then remove them in the spring.

- c. Street sign painting—TO indicated that several of the street signs in the development are quite faded and in need of painting. He did a quick survey of the signs and came up with a count of 85 signs of varying types. He offered his services at the rate of \$10 per hour plus the cost of materials to accomplish the work. BMF indicated that the entrance building door frames and other areas at County 1 & 4 buildings also need painting and that his son could help with the project.
- d. Web site hosting--BMG indicated that switching to a new web hosting company is proving to be very frustrating. As previously indicated, the existing hosting company and domain name provider agreements were done by Paul Ludenia, a former WOL resident that now resides in Arizona. Apparently, any changes need to be initiated by Paul and attempts to contact him have not been successful to date. Further, attempts to get the hosting company and domain provider to change things without his involvement have proved unsuccessful. BMA indicated she may have a way of contacting Paul and will pursue that avenue.

- e. BMG reported that a light in the pavilion that had been shot out with a pellet gun, it is an expensive unit and he has been investigating options to replace it. There was discussion as to whether the light should even be replaced as there is likely little use of the pavilion at night and a new unit would likely be a candidate for further vandalism.

Decision

- Motion by BMG to hire Arlis Olson and Michael Fildes to complete the painting and minor repairs to the street signs / entrance buildings at the rate of \$10 per hour, plus the cost of materials, with a total limit of \$1,000 established for the project. BMA seconded the motion, BMF abstained.
- The pavilion light will be replaced with a less expensive unit in the event it is vandalized again in the future.

Meeting Adjourned 8:30p.m. 07-28-09

Minutes prepared by Arlis Olson, approved on 09-14-09 by:

Deb Anderson
Ken Grasso
Scott Fildes