



BOARD OF DIRECTORS MINUTES
The Villas at the River
Homeowners Association

January 21, 2020

Call to order at 9:59 AM at the Clubhouse by Jackie Seib. Quorum determined. The minutes from the December 17th meeting were approved as posted.

In attendance were Jean Bloomquist, Sandi Coons, Mary Huber (via phone), Earl Misch, Jackie Seib and Pam Fetke, Property Manager.

Others in attendance were: Mark Coons and Rick Seib

President's Report:

We continue to have ongoing discussions with Frank Petrowski regarding utilizing ALC Maintenance LLC for contracting services. The Board is requesting a documented proposal that outlines the proposed scope of responsibilities and fee structure before we have any further discussions on this topic. The property manager will follow-up with ALC.

An updated Villas Photo Directory for 2020 has been printed and is ready for distribution to residents. To minimize postage costs, we plan to make them available at the community social on February 16th. Other opportunities for obtaining a copy are also being planned. The property manager is coordinating the distribution.

Mary is investigating mobile phone apps that we could use for group texting to supplement our current methods of communicating. Participation would be voluntary (i.e. residents would choose whether or not to opt-in).

Vice President's Report:

The river is getting high again and there is concern that flooding or erosion issues will need addressing at some point. A related topic, the FEMA mapping project, is covered under the Property Manager's Report.

Secretary's Report:

No new business to report.

Treasurer's Report:

The financial reports for December 2019 are ready to be published.

The following notations are made to the 2020 budget:

Account 443 – Accounting Services – under budgeted by \$500

Account 627 – Labor-Exterior Maintenance – The costs for 3 buildings planned for gutter realignment in 2019 were moved to 2020.

Update regarding tax return and 1099's – Jean is still waiting for the W9 from VC Sales – Pam to follow-up.

Review of the 2018 Internal Audit has been postponed pending availability of a key committee member but will be presented at a future board meeting.

Member at Large's Report:

Earl will be meeting with Sue Langbehn regarding the Mailbox and Condo ID project to discuss putting together a communication for the community.

Property Manager's Report:

The insulation project is moving forward with completion of (1) unit daily. Work commenced in 2020 on January 6th. If work progresses as scheduled, all units available should be done by mid-March. An inspection of the Clubhouse attic is also still pending. ALC previously agreed to inspect the Clubhouse attic at no additional charge. The property manager will be following up with ALC.

Additional realignment of gutters by VC Sales will resume when weather permits.

The property manager attended an informational meeting at the Benton Harbor City Library concerning the FEMA mapping project. The riverfront property maps may be released in approx. 6 months – 1 year. At this time, there doesn't appear to be any planned changes. There are currently small areas on Riverview Lane that are still considered in the flood plain, i.e. the roadway up the hill to Villa Lane and a small portion west of buildings 19 & 20. The website for FEMA Flood Map Changes is msc.fema.gov/fmcy.

CID is working to store all Xmas lights from the past season.

B and Z Co. prepared a proposal to connect the storm drainage system on Riverview Lane to the county drainage system at a projected cost of \$14,850.00. This was not planned for in the 2020 budget. The Board decided to table it for now.

The new individual contractor agreement with CID was signed.

A motion was made, seconded and passed to contract with Call The Mrs. to wash windows at the Clubhouse twice annually at a cost of \$75.00 per visit.

Old Business:

Update on 3072 Riverview Lane Backup Generator Request – The co-owners have elected to NOT install a permanent generator. They have chosen to use a portable generator instead. The installation of an electrical outlet outside their garage door was approved.

ALC has proposed that we need to clean out the small pond. Debris is clogging the unit causing a cavitation issue with the fountain. The property manager was asked to follow-up with ALC for a proposal/quote.

New Business:

No new business.

Next Board Meeting Date:

Tuesday, February 11th at 10:00 AM at the Clubhouse

Co-owner Comments:

Mark Coons asked about the lack of snow shoveling this past weekend. Pam indicated that she had received similar feedback from others as well. Second Nature has been contacted and will take care of it.

Adjournment: 11:16 AM

Respectfully submitted,
Sandi Coons
Board Secretary