

Ledgestone Condominium Association

MINUTES BI-ANNUAL HOMEOWNERS' ASSOCIATION MEETING

July 31, 2013 @ 7:00 p.m.

The Bi-Annual Homeowners' Meeting for the Ledgestone Condominium Association was held on Wednesday, July 31, 2013 at 7:00 p.m. at 3101 Ledgestone Place, NE, Grand Rapids, Michigan 49525.

The meeting was CALLED TO ORDER at 7:08 p.m. by Amy Preston, President.

The following association members were present: Amy Preston (President), Clay Buysse, Tammy Dingman, Chad Coe, Cindy Szotko (and fiancé Tim), Dave Sobota, and by Proxy Brian Winkelmann. Greg Gagnon was also present arriving approximately 45 minutes after start of meeting. Kathy Rodewald was present to take minutes representing Brian Winkelmann as Secretary.

Determine a Quorum – (30%) of Unit Owners – Quorum for voting was confirmed.

Accept Minutes from November 13, 2012 – The MINUTES from the last meeting were approved without changes.

Developer/Manager Report – In Brian Winkelmann's absence Amy Preston reported that one unit was under contract for purchase with a closing expected within the next several months.

Treasurer's Report – Amy Preston reviewed financial information.

~ Profit and Loss Statement Reviewed. Budget has been operating at a small loss every year. Budget increases haven't kept up with increases in costs to maintain and repair development.

~ Three (3) budget amount options were presented:

- \$163.00/month (increase of \$4.50 per month) to pay bare minimums. Probably won't meet needs of all expected increases. Represents "minimal" budget.
- \$180.00/month (increase of \$21.50 per month). Covers current budget with increase to 11% savings for reserve fund, as well as large increase to Maintenance/Repair, some of which includes maintenance on limited common elements.
- \$190.00/month (increase of \$31.50 per month). Covers current budget, increase to 12% for reserve fund, increase to Maintenance/Repair, as well as annual flowers, bee spraying, pond trimming and trash removal, extra weeding, sweeping sidewalk, and other miscellaneous improvements and upkeep.
- Much discussion by members present. Questions presented:
 - Do we keep minimal budget and continue with operating at a loss, with need to discuss how to cover costs at each future meeting? Amy explained that the By-Laws provide for an assessment to residents at year-end to make up for the budget shortfall. Alternate budget?
 - Do we increase reserve fund and maintenance budget to cover more items and plan for future large repair items – or – should assessments be made at time of future major repairs – or – should individual homeowners be assessed for work done on their limited common elements – or combination of above noted? Does a smaller reserve fund put us at risk?
 - Do we want to incur the cost of having "every little thing" maintained by someone else – or – should we take some responsibility to do some projects and clean up as individual homeowners – or – is it necessary to have flowers, bee spraying, sidewalk sweeping, etc. purchased, installed, and/or maintained by the association?

~ Cash on hand in checking, savings, and reserve fund reported. Review of By-Laws stating:

- Must have minimum of 10% of annual budget saved in reserve fund each year.
- Reserve Fund cannot be used on limited common elements (decks, patios, etc.), only for "Major repair and replacement of the Common Elements."

Old Business

~ Amy distributed forms and collected any completed Mortgage Information, Owner/Resident Updated Information, and Pet Registration Forms, as discussed at previous meeting. Also explained that Certificates of Insurance Coverage (ACORD certificates or Declaration Pages) are needed to show limits of homeowner interior coverage on each unit.

~ By-Laws allow ten (10) days to complete this paperwork. Amy revised the date to August 31 to allow everyone time to get forms (can be downloaded from condo association website: www.ledgestoneconominium.com) and return to Amy Preston at 3101 LedgeStone.

New Business

~ General Common Elements handout reviewed, as well as updated Rules and Regulations. Form acknowledging review of the updated Rules and Regulations, Master Deed, and By-Laws must be signed by all adult members of each household and returned to Amy by **August 31. All condominium documents and forms are available on the website.** Amy also has a disk with all documents if you cannot access documents on the website.

~ Most of the wood decks on the north side of the road were power washed and stained on Amy's authority as President to maintain the upkeep of units within the development. (Master Deed, Page 9, Association Oversight) She hired Marv Smith to complete this work for which he invoiced the association \$3,773.77. Discussion as to whether the budget should be increased to \$180.00/month to cover these types of charges, or whether each individual homeowner should be assessed for the work performed at their unit. Most homeowners wished they would have known the cost upfront and then decided whether to have the work contracted out or do the work themselves. Amy is going to contact Marv as many feel that the quality and clean-up were not what they should have been and some additional work needs to be done before Marv is paid.

~ Also discussed five wood decks on the south side of the road which are deteriorating. Amy presented quotes to remove and replace deck or remove deck and pour cement patio. Again discussion as to whether association bears the cost of these repairs/demo, or whether should be assessed to individual homeowners. One of the homeowners with one of these decks felt the cost should not be borne by all the homeowners in the association, but that she should pay for her own deck repair/patio.

~ If the association decides to not include these types of maintenance items in the operating budget (now allowed by the By-Laws), the By-Laws can be changed to exclude these items.

~ Although some repairs have been completed in the development, there still is a list of items needing to be done: reglue/replace stones falling off some units, replace doorbells, dryer vent repairs/replacements, remove birds nest from vents, etc. Some items are from list Amy compiled when canvassing all the residents on needed repairs. Some residents feel they could make their own repairs and not incur extra costs.

~ Amy has fielded many complaints that there needs to be stricter compliance and enforcement of the By-Laws. Effective June 2, 2013, Amy has worked to address complaints received and follow-through with enforcement. Many complaints have been resolved, but those that are not will receive notices with fines. Page 3 of the Rules and Regulations explain the fines, which are substantial. If assessed fines, resident does have right to request a hearing with the Board of Directors – **hearing request must be within 10 days by notice to the Property Manager.** If fines are not paid, the By-Laws instruct that a lien can be filed against the property, with the final step to start foreclosure.

Complaints must be submitted to Amy on the complaint form (available on website) before she can proceed with the steps for the violation and compliance. Also, please take responsibility to respectfully approach your neighbor with your concerns. Many issues could be resolved by a friendly conversation.

~ **Please Note:** If you are selling your home, you are required to furnish the prospective buyer with a copy of the By-Laws, Master Deed, and Rules and Regulations. At closing, buyer will be required to sign an acknowledgement that they have received and agree to abide by these documents.

~ Garbage Bins – If a resident wishes to have their garbage bin stored outside (not in garage), resident would be responsible to provide a cement slab, and retaining wall to obscure bin from road. One resident said the smell is quite strong in their garage. Perhaps the lid isn't closing as tightly as it should? Perhaps have Allied Waste replace the bin?

All residents at meeting voted to allow garbage bins to be placed near road from Sunday morning (expanded from Sunday evening) to Monday evening for Monday morning garbage pick-up.

~ Several people have parked in the Mercy Health parking lot, since residents are not allowed to park in visitor parking areas or in the street. Mercy is now ticketing for parking in their lot and may have vehicles towed. At the present time FujiYama is allowing parking in the back portion of their lot.

~ Items which were discussed and tabled until the next meeting pending more investigation:

- Speed bumps or Speed dips. Are not really effective. Most felt it would be more beneficial to warn and assess fines to the few resident violators. Safety issues, snowplowing issues, and damage to vehicles were discussed, as well as the cost to install and maintain.
- Installation of stones around mailboxes on the north side of the road. Most felt that there might be other options, and perhaps could be done at a lower cost.
- No vote taken on who should change the light bulbs in the exterior lighting at each home. Amy has performed this duty several times a year; however, she would like to be relieved of this responsibility. No decision made.

~ Amy explained that she has borne the cost for the domain name (\$50.00/year), but would like to be reimbursed for this cost from now on. All members agreed that the website should be kept, domain name still registered, and this cost be paid out of the office expense budget. Option to add a secure password-protected owner's page to the website (at additional cost) for private items like owner's name and contact information was voted down.

~ Amy presented the 2013 – 2014 snowplowing/landscaping quotes. Added to the quote was shoveling the common sidewalk along the north side of the road. It was voted that the sidewalk should be shoveled; however, the association would not incur the salting cost (as it would probably be over \$2,000 just for the sidewalk). Residents could purchase and salt the sidewalk in front of their homes, or perhaps the association could purchase several buckets of salt which could be kept at each end of the sidewalk and used by the residents on that side of the road. Amy suggested pet friendly salt which doesn't hurt pet's paws and wouldn't hurt flooring when tracked into homes. Also included in the quote was shoveling porches. Most in attendance felt that this service was not necessary.

The common access road (Ledgestone Drive) plowing is a shared cost between Mercy Health, FujiYama, and the condo association. Mercy Health has coordinated and paid for the plowing and salting of the common road, and then billed one-third of the cost each to the association and FujiYama at the end of the snow season. This year's costs tripled due to the need for more salting. Plowing is a lump sum cost for the year with a per time salting charge. Frustration was expressed by residents, but it is a necessary service with the cost not within our control.

~ Budgets were brought to a vote. With seven votes against the \$180.00 budget, a majority vote could not be obtained. So, the \$163.00 budget was approved. After that vote, Dave Sobota left the meeting with his vote and Brian Winkelmann's six proxy votes. The meeting no longer had a quorum, so no further voting could be done on any other issues.

~ **The next meeting** is scheduled for Wednesday, November 6 at 7:00 pm.

Residents in attendance left at approximately 10:30 pm, but the **meeting was never adjourned.**