

Ledgestone Condominium Association

MINUTES

ANNUAL HOMEOWNERS' ASSOCIATION MEETING

June 8, 2011 @ 6:45 p.m.

The Annual Homeowners Meeting for the Ledgestone Condominium Association was held on June 8, 2011 at 6:45 p.m. at 3037 Ledgestone Place NE, Grand Rapids, Michigan 49525.

- The meeting was CALLED TO ORDER at 6:53 p.m.
- The following association members were present at the meeting: Brian Winkelman (Manager), Amy Preston (President), Leslie Howell (Treasurer), Cindy Szotko (Secretary), Rick Nelson, Stella Ugboma, Chad Coe, and David Sobota.
- Determine a Quorum (30% of Unit Owners – We did have quorum for voting at this meeting.
- Read and Accept Minutes from Last Year – The minutes from last year's meeting were read and approved without changes.
- Treasurer's Report – A copy of the Estimated Annual Budget was distributed and reviewed.
- Managers Report –
  - A. Garbage – The garbage removal contract was re-negotiated for a better rate.
  - B. Landscaping/Lawn Service - Hilbrand's Landscaping was hired for landscaping and plowing service. Lawn sprinklers will be turned on this weekend.
  - C. Water Meters – The water meter at 3070, 3074 and 3078 has not been working. This will be reported to the city.
- President's Report -
  - A. The new units will be completed by July. There will be two more going in on the very end priced at \$155,000 on the south side and \$175,000 on the north side. The existing for sale signs need to come down. The Association Bi-Laws state that we need to use the same realtor within the association. The sale on the triplex fell through.

- Old Business –

A. Brian has taken care of the tree replacements at 3110 and between 3075 and 3077.

- New Business

Condo Maintenance - Who Has Responsibility for What?

**Three Types of Elements**

-Generally speaking, the governing documents will address that the Association is responsible for the maintenance and repair of Common Elements. The Association shall maintain, repair, and replace all physical assets designated as Common Elements, whether located inside or outside the Units. Unit owners are obligated to maintain, repair, and replace physical assets designated as within the boundaries of the Unit or Limited Common Elements.

-Common Elements mean all portions of the Condominium other than the Units. Portions of the walls, floor, and ceilings/attic are considered part of the Common Elements. Any portion serving more than one Unit or any portion of the Common Elements is a part of the Common Elements for definitional purposes.

-Unit means a portion of the Condominium designated for separate ownership or occupancy, the boundaries of which are described in the Declaration. The boundaries of each Unit are defined as the interior unfinished surfaces of exterior perimeter walls, middle of interior demising walls, floor, ceiling/attic below nine (9) feet above finished floor, doors and windows of Unit, any wallboard, plaster, paint, tile, wallpaper, etc. All spaces, interior partitions, other fixtures and improvements, within the boundaries of a Unit, are part of the Unit.

-Limited Common Elements means any air conditioning or heating units, chute, flue, duct, wire, conduit, bearing wall, bearing column, other fixture, whether located within or outside of the boundaries of a Unit, which serve only that Unit or are allocated solely to that Unit. Any shutters, awnings, window boxes, doorsteps, stoops, porches, decks, balconies, entryways, patios, exterior doors and windows, other fixtures designed to serve a single Unit, but located outside the Unit's boundaries are Limited Common Elements allocated exclusively to that Unit.

- At this time, we do not have the reserve to include Limited Common Elements. But, once we have the reserve built up, the board of directors does plan on including deck repairs, maintenance and replacements to be included as an association common element. In addition, once we have enough money in the reserve fund, the association will reimburse those units for the cost they paid for the new decks.

- A. Approve New Dues and Budget – A copy of the current budget was distributed. Condo association dues will need to be increased by \$20/ month to \$185 per unit in order to maintain a 10% in reserve. Items added to the budget are bank fees, lawn care, lawn and snowplowing contract fees and summer landscape extras. We are currently over budget on water. All unit owners should be carrying insurance to cover their sump pump.
  
- B. Present Dog Park Option – A bid was put in for the installation of a fenced-in pet park at the end of the street. The lowest quote was \$5,360 for a 15' x 16', 4' high chain-link fenced, locked area. The cost of the park would be assessed to each unit at \$268/unit. Voting concluded 6 against the dog park and 3 in favor, therefore a dog park will not be installed. It will remain the responsibility of all dog owners to clean up all droppings from the lawn. The lawn service company will charge us if this is not done and those charges will revert back to the individual unit owners to pay, not the association.
  
- C. High Water Usage – With the addition of new families, the association water usage has increased. A motion to remove water from the budget and have it paid individually by unit was presented. Check meters would be installed. The water would still be billed to the association (the City will not bill owners individually) and the association would then bill the owners. If the owners preferred, a copy could be included of the City's water bill for their unit. Cutting water from the budget would lower monthly association dues. The vote to remove water from the budget was passed unanimously. Irrigation water will remain in the budget.
  
- D. Salting – We went \$2,000 over budget for salting this winter. We will have an assessment after each winter to be billed to each unit owner vs. adding this to the budget. The current assessment for winter 2010 is \$109.25/unit.
  
- E. Sump Pumps – Sump pumps are considered general common elements and will be replaced according to the following schedule:

2010 - Unit 1 (3105).

2011 - Units 31 (3100) & 29 (3074) & 28 (3070).

2012 - Units 32(3110) & 2 (3101).  
2013 - Units 30 (3078) & 28 (3070).  
Units 31 (3100) & 29 (3074) & 28 (3070)  
2014 - Units 3 (3079) & 4 (3077).  
2015 - Units 5 (3075) & 6 (3073).  
2016 - Units 26 (3056) & 27 (3058).  
2017 - Units 25 (3052) & 24 (3050).  
2018 - Units 7 (3059) & 8 (3057).  
2019 - Units 9 (3055) & 10 (3053).  
2020 - Units 11 (3039) & 12 (?).

Repair and replacement will come from the reserve fund.

- F. Decks – The decks at units 32, 31, 30, 29 and 28 need to be replaced as they are becoming a liability. Brian is working on getting quotes to replace the decks with concrete slabs. The owners will be assessed vs. the cost coming out of the budget. Deck replacement may be re-induced into the budget as we are able to build up the reserve fund. Decks at 1, 2, 3, 4 and 5 will be cleaned and stained and the owner will be assessed.
- G. Approve Manager for Another Year – A motion to have Brian continue on as the association manger was presented. The motion was passed unanimously.
- H. Speed Limit – The speed limit on Ledgestone Drive is posted at 15 mph. If speeding continues to be an issue, speed bumps may have to be installed.
- I. Children at Play – Children are restricted from riding their bikes/scooters on the grass.

- J. Mosquito Control – Since, we are pulling the unit water from the 2011 budget, it has been decided to have mosquito & pest control spraying for the (20)ea units. The mosquito spray for (20)ea units including two retention ponds and the wooded areas will be \$25.00 per unit (\$500.00) and the pest control (ants, spiders and general bugs) for (20)ea units will be \$25.00 per unit (\$500.00). This \$1,000.00 will be added into the maintenance budget for 2011. The spraying for both mosquitoes & pest control will be done on or about the 17th or 18th of June, 2011
- K. Open to the Floor – Questions or issues were opened up to all attendees.
- A. Garage Doors – Motors for garage door openers are the owner's responsibility.
  - B. Exterior Paint – Chips or problems with paint or any issues with the exterior of the condos need to be brought to Brian's attention.
  - C. Annual vs. Bi-Annual Meetings – It was suggested to hold these meetings bi-annually vs. annual due to numerous agenda items.
  - D. Enforcement of By-Laws – Amy, as president, will be knocking on doors and handing out fines for non-compliance of the Association By-Laws. Brian mentioned that when owners signed the mortgage or lease paperwork, they also signed a form consenting to following the by-laws. Amy did some research and found that *all* condominium associations must follow these rule which are not issued by the developer, but by the State of Michigan and they are adopted by each condo association. Non-compliance of association by-laws will result in the following actions:
    - Step 1: Upon a resident breaking a by-law rule, the association will send out a first 30-day warning letter.
    - Step 2: If the violation is not taken care of within 30 days, a second 30-day letter is sent with a fine. Fines are non-refundable and will go directly into the reserve fund. The Board of Directors is working on establishing the fee schedule.
    - Step 3: If the violation has still not been corrected after Step 1 and Step 2, then a final 30-day notice letter will be send out with a fine and a lien will be placed on the owner's property. If the unit is under a lease, then fines will continue and eviction procedures will begin.
- The meeting was ADJOURNED at 8:30 p.m.