

**Villas of Oak Pointe**  
**Board of Directors Meeting**  
**March 26, 2015**

Attendees: John Berkaw, Larry Jannon, Jon Evenson, Ron Jones, and Becky Libler

**I. Call to Order:** Meeting called to order at 10:02 A.M.

**II. Approval of Minutes:** Minutes of February 12, 2015 were approved by the Board members.

**III. Home Owner Concerns:**

- A.** Multiple homeowners have complained of the condition of the walking path that joins Quebec Ln to Filbert Rd. It is necessary to remove the decomposing mulch and lay down new mulch. Ron Jones will obtain a quote to complete this project.
- B.** Concern was voiced about the amount of litter in our community. It is believed this is the result of uncovered recycle bins. On the agenda today, there is a discussion of the need to use covered recycle bins. Discussion was deferred until the Board covers the recycle bin issue (under New Business below).
- C.** It was pointed out that one of the core holes in Moret Ct has not been completely filled. The core hole is the result of the road study to determine the condition of the road bed. Rather than request the contractor to return to fill the hole, Jon Evenson has agreed to pick up a small quantity of cold patch to fill the hole.
- D.** There are shrubs on the south side of Moret Ct, across the street from 5051 Moret, that are dead and/or in very poor condition. Given the fact that vegetation has grown significantly since these shrubs were planted, the Board agreed that the bad shrubs should be removed and will not be replaced. Ron Jones will coordinate the clean up.
- E.** A manhole cover and the rim it sits on was dislodged while snowplowing this past winter at the intersection of Versailles and Quebec. It was lost until the snow melted in March. It has since been retrieved by Ron Jones. He will place it in the Villas guard house. In the interim, it was necessary for Ron Jones to obtain a cover that fit into the remaining hole. This cover will remain in place until this section of road is resurfaced. At that time, the surface of the road can be built up so that the rim doesn't interfere with snow plowing. Note: This manhole is used by the cellular providers. They may request the cover be fixed prior to a road resurface.

**IV. Open Issues:**

- A.** Ron Jones is soliciting bids from two additional contractors to inspect and fix catch basins that were identified as being in need of repair by Advanced Underground Inspection, who clean the catch basins last fall. A bid of \$6,600 was provided to the Board from Advanced Underground Inspection.

**V. New Business:**

- A.** Ron Jones identified that it will be necessary to transfer excess funds from the operating budget to the reserve account. This is required to avoid paying income taxes. The exact amount is not known yet, pending K-T's accounting review but it's expected to be approximately \$20,000.
- B.** Recycle bins: The use of uncovered recycle bins is causing a large amount of litter throughout the community. Before mandating covered recycle bins, it was agreed

- that communications will be circulated that identifies the problem (unsightly, clogs pond pumps) and suggest homeowners obtain a large recycle bin from Duncan Disposal (\$3/mo) or purchase a covered recycle bin from Home Depot or Lowes. Costs range from \$16 for a 32 gallon bin to \$65 for a 50 gallon bin at HD. Jon Evenson will draft an email blast and circulate to the Board for comments and suggestions. Also, it was requested the email blast call for volunteers to help clean up the common areas and ask homeowners to ensure their lots have been picked up.
- C. John Berkaw has initiated a document that will serve as a primer for new Board members. John has been provided some updates and will circulate another draft for comments and suggestions.

## **VI. Committee Reports.**

- A. Boat Committee.
- a. Larry Jannon reported the boats will be launched on May 2<sup>nd</sup>. A subsequent email will be sent to the community requesting assistance in spring cleaning the boats.
- B. The Board has approved the annual requirement of each authorized boat user to sign the Boating Rules & Regulations and the Assumption of Risk and Release of Liability forms. This will facilitate a few concerns:
- a. To ensure awareness of the rules, the Board feels an annual review by each authorized user will reinforce understanding.
  - b. Amendments to the above documents occur from time to time. Having the authorized users review them annually ensures they're aware of all changes.

Annually, the combination of the boat storage locker will be changed and communicated to all authorized users who have signed the above documents.

Residents who are unwilling or unable to pay association dues will not be provided the storage locker combination or permitted to use the boats.

Jon Evenson will give a demonstration on the proposed boat reservation system at the annual meeting.

- C. Social Committee.
- a. A schedule of social events for 2015 will be passed out at the annual meeting.
- D. Community Association
- a. The OPCA Board approved the removal of 54 diseased pine trees along Oak Pointe Dr. near Brighton Rd. The trees are now removed and a committee was formed to propose a landscape plan.

**VII. Property Manager Financial Report:** A current report was not available for all the Board members. Ron Jones will hand deliver the reports to members who did not receive them. Also, the 5 year trend analysis will be forwarded to John Berkaw and John Lenga.

**VIII. Schedule Future Meeting:** The annual association meeting is scheduled for April 14<sup>th</sup>. Check-in will start at 6:30 and the meeting will start at 7:00. The draft agenda will be sent to Board members by Ron Jones for possible additions. The next Board meeting will be scheduled after the new board members are elected.

**IX. Adjournment. Meeting was adjourned at 11:59 A.M.**