

The Villas of Apple Creek  
Board of Directors General Meeting  
Thursday, July 29<sup>th</sup>- 6pm

Attendance: Sue Trams, John Drengler, Dorothy Nelson, Gary Krueger, Greg Tate, Michael Bauer and Jeff McLaughlin (Pfefferle)

Jim Knapstein was present. Plus there are 17 owners present.

- **Sue** called the meeting to order – 6:00 pm
- **Sue** said the first 20 minutes are set aside for owners to ask questions?
  1. Bill Eggleston - 2325 E Tuscany Way: Asked why we are redoing the asphalt at Building #3, #4, and #5? It is too much money.
  2. Jim K. - said that they had hired an expert to analyze the asphalt in this is what they recommended. The Board made the decision to move forward.
  3. Tom Jansen- 2217 E Tuscany: told the Board that the asphalt is coming apart by the center of his garage.  
Jim K. will stop over to review.
- **Sue** asked if there were any more questions. There were none.
- **Sue** closed the Public Forum part of the meeting at 6:05 pm.
- **Board of Directors Meeting will start-** Sue mentioned that the owners present cannot interrupt or ask questions unless called upon.
- **Sue-** Called Larry Ciriacks, 2155 E. Sienna to come and speak to the Board regarding the pool.
  1. Larry said that the pool has had a few pieces of cement that has come off of the deck. Jeff has been asked to have someone come out to check on repairs.
  2. Larry- the pool furniture is old and needs to have the webbing replaced. Larry has reviewed the cost from Tropitone Furniture. The cost will be

about \$918.00 plus tax and shipping. There is a 20 week backlog on shipping.

John D. made motion to have Larry purchase the items and install them when they arrive. Dorothy N. seconded and the motion was passed unanimously.

3. Larry- said that he received a violation regarding the flag/ flag pole outside of his unit. The flag is 16 feet tall. He would like to board to address the situation of flying the flag.

The Board has this on the agenda later on this evening and will review it. It is not a problem with flying the US Flag- it is the way that you fly the flag.

- **Financial Update:** John Drengler

	<u>June 2021 Actual</u>	<u>June 2020 Actual</u>	<u>Month &amp; YTD Budget</u>
1. Cash Balance:	\$602,206.30	\$535,386.83	+12.50%
2. Accounts Rec.:	\$2,749.41*	\$5,323.37	
3. Net Income (June):	(\$12,583.02)	(\$40,958.53)	(16,913.33) +25.60%
4. Net Income (YTD):	\$102,426.31	(15,718.00)	\$48,855.02 +109.60%

Comments:

1. Accts. Payable June: \$827.25
  2. \*AR June: \$1,300 Water Dues, \$760 Association Income, \$600 Reserve Fee
  3. June over-budget Operational Expenses
    - a. Pond maintenance: \$5,074.67 ; Pool Ops: \$2,654.37
  4. June over-budget Capital Improvements:
    - a. Assoc. Window Caulking: \$26,320; Chimney prep/caulking: \$7,168; Concrete repairs: \$4,654
- John Drengler: discussed the reason to get ahead of the reserve projects and the fees needed to accomplish the expenses that will be happening. We have a beautiful community and want to keep it this way.
  - **Capital Improvements Update/ Project Prioritization-** Jim Knapstein
    1. Sienna Way has 4 sewer drains that are collapsing this will cost: \$12k
    2. So far we have two units that water is coming into the unit: \$4 k

3. The other projects have been close to budget (caulking, gutters, etc.) but the question is what projects can be cut to make up the \$16k in unforeseen expenses?
  4. Shrub replacement- during our spring walk around we identified 50 plants that need to be replaced, \$2,500. Lowneys identified 104 plants/ shrubs. This cost is \$4800- this is being put on hold to discuss in the fall.
  5. Painting of buildings- we could do one building instead of two?
- **Reserve Study:** Jeff McLaughlin
    1. Gary K. and I met with Megan from Reserve Advisors in May. We spent about 1 ½ hours discussing with Megan that expenses that we have had over the last 5 years (since that was when the last study was done) – the asphalt, grading issues, water coming into units etc.). These projects happened much soon than what was projected.
    2. Once we finished with the discussion- we walked the property and showed Megan the specific items that we have accomplished.
    3. The outcome of this meeting ended up being an updated Reserve Study with much more detail. The concentration was on the next 5 years with projects forecasted for the next 30 years.
    4. The Board, myself and others will use the updated Reserve Study to workshop, in conjunction with 2022 Budget preparation, a 5 year project plan prioritization to be itemized by reserve amounts.
  - **Maintenance Requests:** Jeff McLaughlin
    1. I have over 70 different requests that have been submitted. We need to improve on the communication to the owners to let them know where their maintenance requests stand and when they will be done.  
Sue- suggested that our property management system should be able to help with this.  
Jeff will go back and work on this with our representative from Appfolio.
    2. Greg Tate: we discussed the wasp issue of the nests being made in the newspaper holders. Greg reported 11 units that had issues- this has been fixed already. But wanted to let others know as well.
    3. Larry Ciriacks volunteered to purchase wasp spray and check the remaining paper boxes. He will submit any expenses to Jeff for reimbursement.
  - **Landscape/ Lowneys Update:** Jeff McLaughlin

1. Shrub replacement: the shrubs would be replaced in the fall. However- this is a project that has been put on hold due to the \$16k of expenses that have occurred.
  2. Mulch Removal: Lowneys is in the middle of doing this today. They are removing the mulch from the air conditioners and around the foundations of the buildings which causes ants and other pests because the mulch was put down 5 or 6 inches high.
- **Clubhouse Issues:**
    1. Gary K. - brought up that the felt pads have come off. Gary suggested new screw-in pads to put on the legs of the chairs.
    2. Greg T. and Jeff- brought up about the sound tiles being offered to the Villas to use from VanZeeland. The tiles that they have are in a frame that can be hung down from the ceiling. We can also remove the frame and hang them on their own to the ceiling.  
Jeff has been asked to get the tiles from VanZeeland's and hold them for the future.
    3. Greg T. – brought up that the current vacuum is not doing a good job any more. This needs to be replaced.
      - a. The Board voted for Jeff to order a new vacuum (dyson) and to get rid of the current one.
  - **Water Issues-** Building #40 is being billed almost twice as much as other fourplexes. Jeff will have a plumber come out to see what happening- water is coming into the units.
  - **Rules for Flying the American Flag:**
    - a. Sue brought up that we need to look at the way the American flag can be flown. The height, where it should be placed, if there is a pole- where should it be placed. The Board would like a consistent look throughout the community.
    - b. The idea of having a 45 degree flag-holder to be used in a specific location, and the location may differ for each model of units. The owner will need to complete an “Exterior improvement form” which will have specifics of where to purchase the flag-holder and the way to have them installed.

- c. John Drengler asked to have Jeff to do a study with pictures of where to put the holder (for each model) the size of the flag, and the type of the /a holder.

Jeff has been asked to do this as soon as possible.

- d. There was discussion on also allowing a free-standing pole with the height to be similar to the height of a patio umbrella. It would need to be within the patio area. This was still on the table as an option.
- e. We also indicated that we need to update the Rules & Regulations document after we determine what the new rules for the flag will be so we spell out exactly what is allowed.
- **Insurance, New Liability Policy Proposal-** John Drengler
    1. Currently: Our State Farm Residential Commercial Policy for the Association is \$51,081 (for 2020-2021). Effective on August 31 we have a new policy going into effect that will reduce the amount to \$48,891 through July 2022. This policy carries a liability limit of \$2m.
    2. Proposal: To reduce liability on Residential Commercial Policy from \$2m to \$1m (savings of \$842).  
Purchase an additional Commercial Liability \$5m Umbrella Policy, which will bring the association's liability coverage to \$6m (vs. current \$2m). Cost of \$3,313
    3. Net total cost to State Farm Residential Commercial Policy + new Umbrella policy:
      - \$48,891- \$842 liability savings= \$48,049 (vs. expiring policy of \$51,081) for a \$3,032 savings.
      - \$3,313 Cost for \$6m liability umbrella- savings for updated Residential policy= \$281 additional spend for insurance effective 8/31/2021.
      - John D. made a motion to move ahead with the new insurance policy, Dorothy N. second it. Motion Carried.
  - John D. made a motion to adjourn the meeting, Gary K. seconded it. Motion Carried. The meeting was adjourned at 7:45pm

