

Lakes of Woodbridge Association Board Meeting Minutes – 2023



February 1

The meeting was called to order 3:30 p.m.

Board Members present: Rich Edwards, Mickie Gaskell, Larry Romyak, Steve Presdorf and Sheila Mowry/633 Group. Attending virtually, Barbara Murphy-Sanders and Aimee Glassman.

Minutes of previous meeting were approved as presented.

Financial Report

- Larry reviewed for period ending 11/31/22.
- Year end financial reports always take a little extra time due to the large amount of governmental reporting required, so this month's report is based on hard financial data through 11/30/22. If past history holds true, the yearend wrap up will be covered at the next HOA Board meeting along with January 2023 activity.
- Cash on hand of \$111,000 against accounts payable and prepaid member fees of \$37,000 leaves us with \$74,000, which is more than adequate for near term expenditures.
- Revenue/Member Fees continue to track on budget, with four members being beyond normal collection parameters. One member of the four is of concern and standard late payment procedures are being applied.
- Operating expense – Grounds maintenance (lawn, weeds, flower, fall cleanup) have a positive balance of \$13,000 primarily due to the early snow, and is expected to be used in December. Other Contractors and Building Maintenance expenses are showing an unused balance of \$54,000 which will help to offset the \$12,000 overage in drywall repair. Unused Snow Removal of \$22,000 should more than cover December Expenses. Remaining balances in utilities are adequate to cover December expenses. All other expenses are within reasonable expectations.
- Reserve spending, the Window Replacement Fund is currently overspent/committed \$129,000. We are expecting to have a \$50,000 excess in operating funds at year end, but this is not yet a hard number plus we will re-allocate \$4,300 in unused street light funds and \$43,000 in mailbox allocation which leaves a \$32,000 shortage to be covered out of 2023 funds.
- Motion made to accept the financial report. Motion approved by all Board members.

Management Report/Old Business

- Sheila presented her report which included phone calls and work orders. Questions and/or comments were addressed.
- Currently there no units are for sale.
- Locking Mailbox Ballot count was reviewed. The count was 74 in favor to 61 opposed. An affirmative vote of 124 was required for this to pass. ***This has been declined.***

- One co-owner's association fees are in arrears several months. This co-owner is out of the country with no way to communicate. Board unanimously approved having Sheila reach out to the Lakes legal counsel to see how this can get resolved.

New Business.

- A resident has asked the Board to request that bird feeders not be allowed on the upper unit balconies. This request was made do the continued mess that must be cleaned up on the lower patio, including furniture. There is a current Board Resolution in place that allows "each co-owner no more than two bird feeders or one bird feeder and one bird bath".
- A resident's concern regarding a business being run out of a garage was discussed. The Board will defer to the City of Portage ordinance (42-129 Home Occupations). This does allow us to use the City to enforce if the terms/conditions of the ordinance aren't met.
- Annual Meeting will be Monday, April 17, 2023, at 7 p.m. The meeting will be at the Moors Golf Club Grille Room, 7877 Moorsbridge Road.
- 3609 Tartan Circle – Front door violation. This resident continues to debate the Associations request and requirements on replacing the existing front entry door, which is in violation, with a Board approved door. Sheila will confirm with the Portage Fire Marshall on the code requirement for front doors.
- A resident has reported rodent activity. The Association does not cover interior pest control. The Association will inspect and seal any potential points of entry. However, it has been recommended not to seal anything at this time as it could seal them inside.
- The Board has approved six JP Builder estimates, all Class A window replacements totaling \$78,603.00.
- Due to the ongoing rapid decline and request for window inspections, the Board discussed the possibility of a special assessment.

Next meeting was set for **March 1 at 3:30pm**

The meeting was adjourned at 5:30pm

Respectfully submitted,

Sheila Mowry