

West Port Village

Annual Meeting Minutes

May 15, 2018

The Annual Meeting of the Co-Owners of West Port Village was held at 6015 W H Ave, Kalamazoo, MI 49009 on the 15th day of May, 2018 at 6:00 PM. The following board members were present:

Jeff Scheffers	Vice President
Kelli Scheffers	Secretary
Larry Kenaga	Treasurer
Mary Knechtel	Member At Large

Absent Members: Steve Visser President

30 co-owners were present

The meeting was called to order at 6:04 PM by Jeff Scheffers. Jeff welcomed all who were present and thanked everyone for being friendly and welcoming to prospective buyers.

Announce Elected Co-Owners by Kelli Scheffers

Kelli announced that Larry Kenaga and Mary Knechtel were re-elected for a second year on the board. She thanked them for the time they continually put in to helping out the community.

Budget Review by Larry Kenaga

Larry began by stating that 2017 was a great year financially with both newly constructed units and a resale of 5 units. As a result, we were under budget and approximately \$23,000 was put into the reserve fund. At the end of 2017, the reserve had \$91,000 and we are projected to have close to \$112,000 in the reserve at the end of 2018.

As subs begin to submit bids for 2019 we are going to be asking them to give a more detailed bid so that both the subs, and the homeowners have a better idea of what their contract entails.

Larry explained that one of the biggest changes on the budget this year was breaking out the arborist. In the past, the arborist was subbed through DeVisser, so by doing this, the board now has direct contact with the arborist. The board feels the arborist is a necessary expense to keep the trees looking beautiful

Over the past few weeks, some challenges have been brought up to the board. There are 2 trees that need to be removed for the safety of all homeowners. There are also cracks in the street that need to be addressed. On May 7, a

representative from Tustin's walked around with Mary, Larry, and Erica and he gave a very good explanation of how street sealing and crack filling works. The representative said we have done a great job extending the life of the roads. With continual maintenance, we will be able to continue to extend the life. Currently we have \$1,900 in the budget for street repair, but we may need to spend more than budgeted.

A homeowner then commented that in the future the board could look into using the funds in the reserve for items including the roads and lights. Larry responded stating that the money is there this year, we may not put as much into the reserve, but the board will look into that for the future.

A homeowner asked about how the board plans to handle any future issues with the gate.

Jeff said that we should have less issues now that we have a new system put in place. Even though the gate is 12 years old, we have a good subcontractor who checks the gate multiple times during the year.

A homeowner asked if the board continues to have DeVisser mowing the entrance this year since it looked so nice last year?

Yes – the board has asked DeVisser to keep the entrance mowed.

A homeowner asked if the board has had more discussion on adding pickle ball lines to the tennis court?

Yes – the board recently received a quote back and an email will be sent out with more details on when that is scheduled to happen.

Review of Contractors / Board Goals by Larry Kenaga

Larry commented that the nature trail looks nice after DeVisser put ground cover over it. As of the meeting, the trail was blocked off due to a tree removal project. The trail has since been opened. Marc from Arbor Care has been asked to come either June 16 or June 23 to explain to homeowners exactly what he does in the plat.

Please note: Regarding on-site workers and contracted services – In order to ensure WPV is getting the appropriate level of support and maintain budget control, the board would like to remind homeowners to not reach out directly to our contractors or their representatives without first discussing your issue/concern with Erica or a board member.

Remaining Board Meetings by Mary Knechtel

Mary announced that Marsha McKenzie put together a proposal for the board to view of furniture for the gazebo. The board, in cooperation with Visser, has approved her proposal to add two benches and one table. They have been ordered and await shipping. An email will be sent out when they have been installed. Thank you Marsha for putting together a committee!

Gazebo Furniture by Mary Knechtel

Mary announced that Marsha McKenzie put together a proposal for the board to view of furniture for the gazebo. The board, in cooperation with Visser, has approved her proposal to add two benches and one table. They have been ordered, but need to be shipped and assembled, but an email will be sent out when they're in place. Thank you Marsha for putting together a committee!

Q&A

- Is the association paying less since the insurance claim on the roof casualties? Yes – Even with the additional units that are added, the claim is dropping. Casualties are carried on insurance company's books for 5 years, so in 2019 the board will look into another carrier who won't have the casualty on their books. We pay the premium in full which also helps with the price.
- Mulch was light and seemed to be random this year. What's the plan for future years? The board is working with DeVisser to establish some guidelines on where mulch should be spread.
- In previous minutes it was mentioned that there are some driveways that are having a problem with the cement. What's happening with that? The concrete company is continuing to look into it. When a plan is put in place, the affected homeowners will be notified.
- Can we personally hire the arborist? Yes, if homeowners would like the arborist to do additional work, we can have him separate his invoices out. Please contact the office if this is something you're interested in. Erica can facilitate the initial meeting between the arborist and homeowner.

The meeting was called to an end at 6:36 PM by Jeff Scheffers.