

# Village Farms Homeowners Association Board Meeting – January 15<sup>th</sup> 2019

**Call to order:** 7:07 pm

**Adjourned:** 9:00 pm

**Roll Call:**

Maggie Browning	Jen Cecil	Allie Petty-Stone
Jeff Boller	David Gill	Dan Traub
Steve Castle	Larry Hutson	Jen Trenner

**Absent:**

Kirk Farley	Doug Holtz	
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**Property Manager:** Maureen Schriener – Present

**Guest Business:** None

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**Property Manager: Maureen**

**Complaints/Comments/Concern**

- 14728 Adios Pass – Leaf bags, cushions and trash bin left out after pickup day 12-19 (complete)
- 207 W. Admiral Way S. – Car parked on grass 12-19 (complete)
- Trash bin –Send an attorney letter form Tanner. If no action is taken we will send second attorney letter from Tanner. If not action taken after 2<sup>nd</sup> letter is sent a third letter will be sent requesting to have a meeting.

**Clubhouse/Apartment/Maintenance**

**Rental Report – emailed to BOD**

- Christmas decorations down 12-26
- Window replacement (warranty) 1-2
- Working on getting outdoor light replaced under warranty 1-2
- Cleaned Clubhouse 1-2

**Common Ground**

Working on 3yr contract 2019-2021 (grass, snow, Christmas lights and chemicals). Received quotes from Brightview and BAM. Sundown Garden was unable to bid due to capacity.

**Options:**

**Brightview** – Is a national company and is not only the largest in the US but also the largest in the world. Even though it is a national company all employees are local (smaller local companies are having problems with seasonal help). Immigrant labor is limited and local companies are having problems with labor shortage help Brightview has more resources to move around if needed.

- Design – No cost over the last 3 years (Greyhound Pass fence at clubhouse, Greyhound entranceway, phase I, II and III of the clubhouse).

- Customer Service - Fair competitive pricing, great customer service, will not charge us for additions tasks, easy to contact account representative (Bill Shells), three year contract with snow, decorations and landscaping. One person to contact.
- Billing – No problems with invoicing

<b>2019</b> - \$39,367.77 (\$2,856.28 higher than BAM)	<b>2020</b> - \$39,367.77 (\$2,856.28)	<b>2021</b> - \$40,548.81 (\$4,037.32)
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\*\$2,973.77 paid in 2016

Village Farms landscaping has greatly improved over the past three years (146th grass, clubhouse and entranceways)

**BAM** – Local Company located in Westfield. Village Farms has used them in the past.

Fair job but had problems with invoicing/billing

Lower price

<b>2019</b> - \$36,511.49	<b>2020</b> - \$36,511.49	<b>2021</b> - \$36,511.49
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**Sundown Gardens** – Quote in 2016, 2017 and 2018 \$55,509

- The board voted to unanimously accept the Brightview contract.

**Lakes & Dam**

- Lights at lake (Greyhound Pass) 12-19 – waiting to hear back from the city
- IN Dept of Natural Resources – Permit mailed 11-12, additional information sent on 11-19. 1-2 called IN Dept. of Natural Resources (permit pending)

**Snack Shack – Closed**

**Pool – Closed**

**OTHER-NEWSLETTER**

- UPS store – quote for color was \$1,144.64 (\$1.46 per piece) and Black and White \$972.16 (\$1.24 per piece). Cost is estimated based on 784 mailings.

**Office Information – Welcome Packets**

**Other**

- Cindy Cherf – Will sponsor a Village Farms shred day with a tentative date of April 20, 2019 at 10am-12pm

**Recreation: David** – Nothing to report

**Communications:** – Nothing to report

**Treasurer: Allie**

- Sent out financials for November and December
- Review draft budget
- In keeping with the recommendations contained in the most recent Reserve Study and in keeping pace with the current inflation rate, the Board voted unanimously to increase the annual dues by \$25, effective May 1, 2019

**Vice President: Larry** – Nothing to report

**Social Events: Jen** – Nothing to report

**Maggie:** – Nothing to report

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**Steve:** – Nothing to report

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**Secretary: Jen** – Nothing to report

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## **Planning & Development: Doug**

### **Traffic Concerns**

- After meeting with city officials and per the Neighborhood Traffic Calming Policy, the city will conduct a speed study on Greyhound Pass. I have asked this to include Adios Pass so as to be all-inclusive with our concerns. The speed study will be conducted on a Friday and Saturday to capture both school traffic and weekend shopping traffic on Greyhound. The study will be conducted in the next 4 – 6 weeks, weather depending (there is no desire to collect the data in snow or rain conditions as this lowers operating speed below the normal numbers). The data collected will be used to determine the 85th percentile speed as it compares to the posted speed limit. A determination on traffic calming needs will then be developed depending on the results.

### **Village Farms Branding and Social Programming**

- Phase 2 of the multi-year project has been presented for budgetary consideration with completion in 2019. The work estimated at less than \$10,000 would consist of additional tree and grass plantings in the areas near to the clubhouse entrance. An additional budget request for a \$25,000 partial reserve for the completion of Phase 3 in 2020 or 2021 has been submitted.

### **Investment Committee Update**

- Fidelity account will take a loss but should be made up with interest over time. Final liquidation will take place in Jan.
  - If Fidelity is going to be managing the CD ladder discussed in November what is the fee being incurred.
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Upon hearing the Finance Committee report, it became clear that, contrary to the Board's decision in November to liquidate all equity and bond investments by the end of December, one account was still active. After some discussion, the Board then directed the Treasurer to terminate that account the next day and insure that all equity accounts were, in fact, terminated. In addition, the Board directed that the proceeds be re-invested into FDIC-insured Certificates of Deposit as had been stipulated the previous November. All things considered, the Board felt that an investment up-date be should be provided at the February board meeting and asked the Treasurer to coordinate with Meridian Investment Advisors to that effect.

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### **Common Property:**

- Have had to plow once and will probably need to do again the weekend of the 18<sup>th</sup>
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**Lakes & Dams: Jeff** – Nothing to report

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## **Technology: Dan**

- Website still needs to be updated from last year
  - Will get snow plow reminder on the website
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- Working on email blasts that have some security. Research has been completed regarding community software and have found a couple solutions. They provide a phone directory have permission based features that we can use. In addition software would house meeting minutes
  - New webserver that has been built out to hold the new residence portal and the website.
  - All residence would have to register and then would go through an approval process. Residence would be able to update their profiles with emails, phone numbers, etc.
  - Testing for the board is scheduled to start at the end of January 2019.
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**President: Kirk**

- Past meeting minutes are approved
  - Opening for Common Grounds Member and also a Communications Member
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