

Island Lake of Novi
Master Community Association Minutes
September 20, 2017

Present: Rob David (North Bay), Scott Daly (South Harbor), Bill Pfeiffer (Financial), Tom Valade (Orchards), Jerry Singh (Shores), Allison Dolin (Vineyards), Janet Schwamb (Preserves), Mike Czarnota (Woods), Jeff Bradley (Toll Brothers) Carrie Martin (Community Manager).

1. Rob David called the meeting to order, 5:05 PM
2. Approval of Agenda. Mr. Daly motioned to approve agenda, Mrs. Dolin seconded, all in agreement.
3. Approval of Minutes: Mr. Valade motioned to approve the minutes from June 21st board meeting, Mr. Daly seconded, all in agreement.
4. Community Forum. Mr. and Mrs. Co were present to discuss their concerns related to the mulch staging at Harbor Park. The board discussed with the homeowners again the staging mulch issue. They provided pictures of the mulch showing their complaint of the noise, smell, and dust. A letter from the board will be mailed out as a follow up related to this matter. The board will continue to assist the landscaper to coordinate and minimize this issue for the 2018 season.
5. Financial Report.
Mr. Pfeiffer provided an update on the August Financials. He highlighted and explained variances related to 2017 budget. In discussion, he informed us at our next meeting, the financials will hopefully reflect the water bills more accurately. The last reserve study was completed 2016. New closings are always behind and he is working with Jeff from Kramer Triad to get documentation and the proper fee's allocated in a timely manner. Mr. Pfeiffer informed the board that he looked into a few other financial institutions to see if there were better rates on any of our current three CD's. At this time there are no changes in the interest rates. One of our CD's expires on December 6, 2017 and he recommends that we roll it over. Mr. Daly motioned that we roll over only the principal amount of \$150,000 of the CD and not the interest to maintain with the FDIC guidelines, Mr. Valade seconded, all approved.
6. Interim Report. None
7. Old Business.

A. Grill Decision.

The City of Novi Fire Marshall was contacted, they will have to inspect and give approval for a second grill to be installed due to guidelines/ restrictions that must be followed. The board discussed the usage, need and the cost for a second grill installed on the veranda. Mr. Valade motioned to rescind purchasing a second grill and save the money, Mrs. Schwamb seconded, all approve.

B. Lake Scan.

Mr. David reported as of today, only the first lake scan was completed out of this project. He requested that Ms. Martin send pictures of the scan to all board members for their

review. The board is waiting for Blue Water Aquatics recommendations for 2018, such as additional scans, testing's and treatments that will be necessary.

C. CC&R Violations.

The board tabled this item again as they would like to develop/adopt a fine schedule as discussed from the previous board meeting. In the meantime, the board wants to review and see how many current boat violations exist at this time with boats over 20 feet. This is becoming more common on the lake for our association. Currently, CC&R rule states maximum of 20' is permitted.

D. Triathlon.

Mr. Steve Burstall, who is the race director for F.A.S.T. the presenting organization, attended the meeting to request approval to have the event in 2018 at ILON. He stated the race has been held here for 15 years and indicated that over the last few years they have paid ILON \$500. The board needs to discuss whether or not pursuing hosting this event again. This event has been sponsored by Toll Brothers not Island Lake of Novi. After plenty of discussion to host this event, the board decided they would allow for this event to be held at ILON for 2018 under new conditions. A letter would have to be sent indicating the new conditions which consists of the following: we will continue to store all race-related items in our basement until next year's event, sign a new letter of agreement, provide a current copy of your insurance, provide additional water testing and on site personnel in the amount of \$1,200. Lastly, they need to ask permission to hold the race going forward and not assume that it is an automatic approval yearly.

8. New Business

A. *Dredging at the boat launch.*

The board discussed this location and stated it is a very shallow area. Mr. Valade requested that this be researched and provide a proposal to include any permits if necessary to perform this dredging work, Mrs. Dolin seconded, all approved. Ms. Martin will look into dredging options and provide an update for our next meeting.

B. *Boathouse Rental*

Ms. Dolin discussed with the board to establish a sub-committee to review the current rentals and the policy on HOA events. Mr. Valade motioned to keep the rates and the HOA rental policy as is, Mr. Czarnota seconded, all in agreement.

C. *Frequency of meetings and approvals between meetings*

Ms. Dolin discussed with the board to consider changing the frequency of the meetings to a bi-monthly basis compared to quarterly. Mr. Valade motioned to keep the meeting structure the same, Mr. Czarnota seconded, all in agreement.

D. *Lawn Maintenance Proposal*

Beauchamp has been the lawn maintenance contractor for the last several years. The contract expires November of 2018. Beauchamp has provided Ms. Martin with a renewal for three years at the same rate. They would bundle the lawn maintenance contracts together to include all areas that the masters is responsible for with adding additional items: rake volley ball areas twice a season, maintain the tent area, mow along the walk to the woodland and update our community maps to reflect who is responsible for what areas at no extra charge. Mr. Daley motion to accept this renewal for 2018-2021 at the same

current annual rate and requested Ms. Martin finalized the details of the contract, Mr. Valade seconded, all in agreement.

E. Holiday Lighting

Over the years, the holiday lights have been installed many different ways. Management provided five proposals for the board to review. Mr. Valade motion to award the contract to Trillium Diversified Services in the amount of \$5,850 which will use our existing lights, Mrs. Schwamb second, all approved.

F. Pool Proposal – Open/Close

Over the last couple of years, Baruzzini Aquatics has been the current pool contractor. Mrs. Martin expressed to the board that Baruzzini is friendly, helpful, provides and sends consistent staff to ILON, and the lifeguards are very happy with them. The board discussed their proposal for opening and closing the pools for the 2018 season. Mr. Czarnota motion to award the contract to Baruzzini in the amount of \$5,900, Mr. Daley second, all approved.

In addition, Baruzzini Aquatics provides routine maintenance visits to oversee the chemicals and overall condition of the pool. The board discussed their proposal for the 2018 season, each visit is \$125 and the lifeguards are qualified to handle the chemicals as well. Mr. Czarnota motioned to award the contract to Baruzzini and for Ms. Martin to use discretion handling the maintenance services with a cap of 10 visits, Mrs. Dolin second, all approved.

G. Pool Proposal – Upgrades

During the 2017 pool season, Baruzzini mentioned to Ms. Martin there are several necessary items to upgrade/replace prior to the 2018 season. The board reviewed and discussed the six items as described in their proposal. Mr. Czarnota, motioned to award the six items to Baruzzini in the amount of \$8,700, Mr. Valade second, all approved.

H. Portable Message Boards

Mr. David discussed the idea of purchasing one portable message boards also known as a sandwich board with changeable letters that could be used by the Master Association and the sub associations as another form of communication to alert the community about various events and updates. The two proposals ranged from \$400 to \$469. Mr. Valade motion to purchase one message board with ILON logo installed on it, Mr. Czarnota seconded. Motion was approved with one no vote.

I. Additional Tree Fertilization Treatments

Mr. Daly discussed with the board the fungus disease that is going on throughout the Southeast Michigan on the Junipers and Pears. Beauchamp provided information and a proposal to treat the Junipers and the Pears. The application is called a Trellis Rust Treatment. These treatments would help control the disease from spreading; it will not cure the trees. The cost for treating both the Junipers and Pears is expensive. The proposal recommends that the Junipers are treated in the fall of 2017 \$125.00 (10 hours x's \$125.00 per hour). Then treat the Pears in the spring of 2018 \$100.00 (8 hours x's \$125.00 per hour). Three treatments per year are advised. The board requested for Ms. Martin to obtain from Beauchamp a quick survey of how many junipers and Pears trees are the Masters responsibility. Once the board has this information, they will vote by e-mail prior to the next board meeting.

9. Management Report.

A. Pool Items

1. Pool Guest Policy

The board discussed and agreed that the policy needs to be reviewed in more detail prior to the 2018 season. Mr. Czarnota motioned to establish a sub-committee, Mr. Valade second, all approved. The subcommittee was appointed with Mr. Czarnota, Mrs. Dolin and Mr. Valade as members.

2. Verification of Pool Usage

The board discussed and agreed that this item is related to the pool guest policy therefore, the sub-committee will review this at the same time.

B. Key Fobs

Ms. Martin provided the board with the history of key fobs over the last four months and on an average eight key fobs were purchased on a monthly basis. It was suggested to increase the fee on the fobs. Mr. Czarnota, motioned to increase the fee from \$15 to \$20 effective October 1, 2017, Mr. Valade seconded, all approved.

C. Geese Issue

A homeowner had contacted Ms. Martin wanting to be able to use the reflective lights that had been purchased and used by ILON in the past. The board declined allowing homeowner's access and using our reflective lights which no longer function. A suggestion was to have the homeowners try using a green laser pointer towards the geese as alternative to reduce geese activity.

D. New Signage

Ms. Martin presented to the board that the majority of the signs throughout the community are in need of replacement due to their poor condition. It will be more cost effective to replace them compared to repairing them. The board motioned for Ms. Martin to obtain proposals as a budget item for 2018.

E. North Park

1. Bathroom Area

Ms. Martin informed the board that the bathrooms continue to get vandalized at random times. Since July damages have occurred four different times. The men's bathroom has suffered more damages compared to the women's bathroom. The board voted for Ms. Martin to obtain proposals for the bathrooms to be repaired including drywall, door jambs, and paint walls and floors.

2. Security

Ms. Martin provided a few options for the board to consider installing at North Park. The board voted to install two security cameras for the outside hallway of the bathrooms for next year and will evaluate progress of this issue.

10. Adjournment. Mr. David called the meeting to a close, 8:25 PM. Mr. Valade motioned, Mr. Daly seconded all in agreement. Our next meeting is a budget meeting only and scheduled for Monday October 30th at 5:00 PM at the Boathouse. Following month is our regular quarterly meeting on **Wednesday November 15th at 5:00 PM** at the Boathouse.

11. Executive Session. Board met in the executive session to discuss relevant matters.
Submitted By Carrie Martin