

R E P O R T

President's Message - Spring 2004

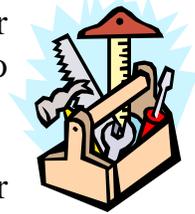
By: Ed LeFevre

This is undoubtedly the most exciting time of the year. Everyone is looking forward to the new leaves, plants and animal life that spring always brings. Before long you'll see the sprinkler system running again. And, from a business standpoint, we are looking at all the new projects that we will be continuing or undertaking this year. Be sure to read Janet Hall's message to learn more about the many landscape and lawn care projects we have already contracted and are underway.

One new project we are implementing this year is "Front Deck Staining". Several people have expressed interest in this project and there is a separate article on this subject elsewhere in this newsletter. Any additional decks you may have will be your responsibility for maintenance.

The spring walk-thru has been completed and we are now consolidating our list. Generally, our property came through the winter pretty well and we did not sustain very much winter damage. Of course, we incurred some sprinkler and shrub damage from the snow plows but that is inevitable. With nearly 3 miles of roadway and (355) driveways, plus consider-

ing the number of sprinkler heads exposed to the plows, we really did not experience very much damage. We have also looked at all the work orders that stacked up during the winter, waiting for spring, and are making plans to complete the necessary repairs. We have received approximately (183) work orders so far this year and currently (92) have yet to be completed.



At the end of March, 2004, our management contract with McShane and Associates expired. Bill McShane proposed a contract extension and we gave it careful consideration. Over the last 2 years, we have redefined our requirements and expectations of the management company and these changes have an impact on the management services cost. We therefore decided to re-bid the contract and obtain competitive quotes.

We felt it was important to select bidders that had the capability to manage a complex as large as ours. The size of our budget, reserve fund and project administration responsibilities limits the number of qualified companies. To be certain all bidders were providing the same service, we developed a specification for the services we require. We had sections defining requirements for accounting, continued...

management organization, site manager, work order process, project management and follow up, etc. This document is expected to reduce interpretations that were at issue with the last contract.

Once we received the quotations, we began the process of evaluating each proposal. We had 3 bidders and the 2 lowest bidders were approximately 10% apart. We not only evaluated their proposal but also contacted several condominium sites that utilize the services of these agencies. The process sounds simple but it is not. Each complex has different requirements and expectations. The number of units, the age of the complex and the services provided has a significant effect on cost. In our case, so many repairs and maintenance issues are covered by our association, and not by others, it is difficult to do an effective comparison. Nevertheless, a decision had to be made.



This board has spent countless hours working with the Management Agency in an attempt to provide the best possible service to the co-owners. In the past 6-1/2 years we have had 3 different management agencies. This board has been much more involved with the management company so as to improve the services provided and do so at a reasonable cost. Essentially, we were reluctant to give up the progress we have made in the past 2 years and start over with a new management company. Therefore, on March 23, 2004 the board approved a new 3 year contract with McShane and Associates.

Trying to satisfy the needs, and in some cases demands, of co-owners in 355 units is a difficult chore. Almost all of you are cooperative and wonderful to work with. The board and the management agency working together are determined to make the experience of living in River Pines as enjoyable as possible.

Vice President's Message - Spring 2004.

By Janet Hall

Hopefully when you read this, Spring will be really here and not just the hope of Spring. The Board has been busy reviewing all the quotes for various grounds services we need this coming year. Based on the outstanding work of the Grounds Committee in developing very comprehensive specifications for all the various services, we were able to award contracts for lawn maintenance, lawn fertilizing, tree/shrub trimming and spraying and tree replacement. We believe you will be pleased with the service provided by these contractors. All of these contracts were awarded at savings compared to our budget projections because the detailed specifications left no doubt about what and how services were to be provided. Thanks again to the Grounds Committee.



continued...

The Spring walk through focused on a review of roof replacements, concrete replacement and many other areas that may or may not need repair, replacement, or upgrades during the coming warm months. Our focus has been to look for changes so that they can be addressed before there is a problem. We also plan to consolidate all requests for a particular service, for example, concrete repair, into one quote so that we can gain a benefit in reduced costs for a larger project instead of many small projects. Many of the projects that were reviewed during the spring walk through require warm weather to complete so there will be more activity in the complex during the coming months. *Please* be patient and tolerant of the workers in the complex during the coming months.



Association Handbook

By: June Holmes

By now many of you have already received your copy of the updated Association Handbook. If you have not received a copy.....it's because we have had trouble finding you at home. We have been "hand delivering" the handbooks in an effort to minimize cost. Undelivered copies will be mailed to you very soon.



The handbook has updated information on current residents and their phone numbers. Also included is the Association Rules and Regulations along with association policies. Take the time to read though this updated document and many of your questions will be answered. A special "thanks" goes to June Holmes and our Welcome / Directory Committee for the many hours of collecting information, proof

reading and distribution. Great Job.....

2004" Spring Meeting

The Board of Directors

It's hard to believe that spring is here already although the winter was surely long enough for most of us. Along with spring comes more sunny days, flowers and lots of activity around our complex. Also, in May we will have the opportunity to let you know what has been going on and what is going to happen here in River Pines. The Spring Meeting is scheduled for -



7:00 PM, Tuesday, May 18th, 2004

and held at the *Costick Center* as usual. So mark your calendar and reserve that time for an informative evening to learn more about "What's happening in River Pines".



Deck Staining -

By: Ed LeFevre

You may remember that we talked about a deck staining project at our annual meeting last fall. During the winter we have developed a deck stain specification and are currently in the process of obtaining bids to do the work.



We are planning to stain front entrance decks every 3 years and are hopeful that this schedule will provide adequate protection. We decided that deck staining should be done the year following the unit painting to minimize contractor conflict and coordination. Unit painting is done on a 6 year cycle so, if your unit was painted in 2003 it will be painted again in 2009. Your deck will be stained in 2004, 2007 and again in 2010.

We would like to have both the painting and deck staining completed during the months of June, July or August. Remember, the association is responsible for staining the front entrance deck only. If you have additional decks, maintenance and upkeep is the responsibility of the co-owner

Pest Control—

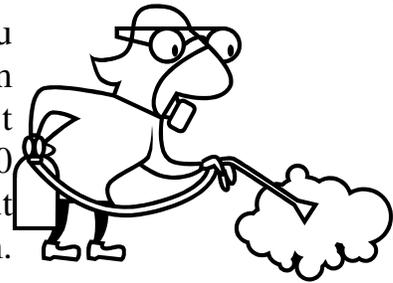
By:

Ed



Anderson

River Pines has a contract with Eradico Pest Control. Eradico takes care of all pest control problems including mice. If you have a problem call them at 734.722.8850 and tell them about your problem. The River Pines Contract number is 341870. This is more convenient since you the co-owner can deal direct with Eradico. Greg Nothnagel takes care of any wild animal complaints or issues.



Coming Event

Warm up those clubs because there will be a spring golf outing sometime in early June. As of publication time, Paul Millis did not have all the details worked out so please look for flyers at the mail stations.



2004 Concrete Repair Project

By Ed LeLevre / Ed Anderson

By the time you receive this newsletter we will have already completed our spring "Walk Through". We will have identified several concrete repair areas but we may have also overlooked some. Take a look at the driveway and sidewalk areas around your unit. If you feel there are areas that need to be repaired please submit a work order to McShane and Associates by May 15th. We will confirm the repair requirement and include the work in our project for this summer.

Last year we provided some guidelines for determining what will be repaired. These guidelines are reprinted here for your information.

Suggested Concrete Repair Guide

(Please Read Before Submitting a Request To Repair)—

When should you request a repair to your condominiums concrete steps, driveway, garage floor, porch etc.?

Currently over 90% of the work orders sent in are due to poor appearance like cracks, spalling, separation, uneven, crumbling and chipped. Normally these request are not repaired. All concrete shows wear over time. Look at our public roads, parking garages and sidewalks. Other than the first few months of its life, it is never "like new", it starts to deteriorate. Seasonal freeze and thaw cycles, sum-

mer temperature cycles, salt applications for snow and ice all have a great effect on concrete. Concrete cannot be patched in a manner that it does not show after the repair and often times the patch comes off because it does not maintain its bond to the poured concrete. Also the color does not match.

First: Check your condominium documents to make sure your association is responsible for the concrete you think needs repair. If it is - select the category below and read the guidelines before sending in a work order request.

Second: The request you send in does not automatically guarantee that the repairs will be made. However it does set the wheels in motion for an association study.

Horizontal (flat) Surfaces:

1. Separation greater than 5/16 inch between the two pieces that were once joined.
2. One piece is 3/16 higher than the adjoining section.

Cracks in Vertical Surfaces or Junctions With Other Vertical Surfaces:

1. Separation greater than 3/8 inch between the two pieces that were once joined.
2. Separation greater than 1/2 inch between sections that once abutted but were not joined.

Spalling & Chips On Horizontal (flat) Surfaces -

1. Chips must be greater than 1 inch diameter and 3/16 inch deep the alleged area.
(continued...)
2. A pebbly surface that lost its smooth surface should not be reported. This is normal wear and tear.

Uneven Flat Surfaces that May Be Reported:

1. Driveway slabs that mismatch more than 3/8 inch
 2. Garage floor slabs that mismatch more than 1/2 inch
- Sidewalk slabs that mismatch adjoining slabs by more than 1/2 inch

Spring 2004 —

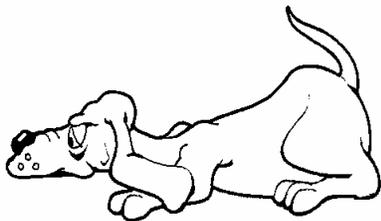
By: Roscoe Oloffo

Financially, the association is progressing very well so far in 2004. We are about 1/3 of the way through our budget year and are showing a positive cash position. We have already awarded most of our annual contracts and have been successful in meeting our budget objectives.

Message to Dog Owners

By: Bev Cornell

During the winter I have noticed that some of our dog owners have not been picking up their dog's poops. Now that the snow has melted those winter poops are even more visible. The woods, walking paths and around the mail boxes are the most noticeable. But, of course the dog poops should not be seen anywhere.



This is not only unsightly but a health hazard. Plus, there is a city code in Farmington Hills that dog owners must pick up after their dogs or face a fine. It is very inconsiderate for dog owners to not pick up after their dogs. **Please be kind!! Pick up after your dog.**

Treasurer's Message

We are currently working on the list of projects for 2004 and should have a better picture of our financial situation by the end of June. One project we are looking forward to completing is our Reserve Study. Reserve Advisors, Inc. has been awarded the contract to update our Reserve Study and take into account the projects they projected as well as those added by the current board. I intend to be much more involved in this study and have a better understanding of exactly what is included and why it is in the replacement plan.

So, although spring is already here we are looking forward to summer and completing the many projects that will keep River Pines not only attractive but more beautiful than ever.



Changes to Association

By-Laws -

By: The Board of Directors

As you know, back in early 2002, a By-Law Committee was formed. The objective of this committee was to update the by-laws to current Michigan rules and regulations, eliminate the references to the builder of River Pines and reflect current operating practice of the association. This committee has completed their objective and submitted their changes to the Board of Directors. In a joint meeting with the board of directors, by-law committee and our legal counsel the by-law changes have been finalized and are now ready for distribution to the co-owners for approval.

Changing the Association By-Laws requires 2/3's approval of the co-owners. Therefore, we need to insure all co-owners are informed and vote on these changes.

“SPECIAL ANNOUNCEMENT”

At the May 18th Informational Meeting, the new proposed by-laws will be distributed to all co-owners attending the meeting. Co-owners who do not attend the meeting will receive their copies by mail.

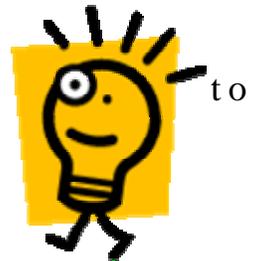
There will be NO discussion of the by-laws at this meeting. Please take them home and read carefully. A special meeting will be held in June to discuss the by-laws changes and you can ask any questions to better understand the proposed revisions. A ballot will be mailed to each co-owner and should be returned to McShane and Associates by early

July. A “Vote Count Meeting” will be scheduled in July. Co-owners will be allowed to deliver their ballot to the July vote count meeting. It is very important that all co-owners review these proposed changes to the by-laws and vote so that we receive a consent and approval of at least 2/3 of the co-owners

Just a Reminder

By: Carol Ciupa

This is the time of year that Michiganders start to think of the great outdoors. This leads to thoughts of modifications to our condos, like wouldn't an awning be nice?



Any plans for modifications to our units like awnings, satellite dishes, decks etc. have to be submitted to the Board of Directors for approval. Plans for tree or bush additions have to be submitted also. This is done for the benefit of all of us. Upkeep and repair for modifications is the responsibility of the homeowner, not the Association. In order to enforce this we need to know what is going on in River Pines and make sure that all modifications are recorded. We appreciate your support and cooperation in this matter.

Lawn Sprinkler Committee

<u>Area A</u>	<u>Phone #</u>	<u>Area J</u>	<u>Phone #</u>
35490-35610 River Pines Ct. Dick Raney Front Entrance	615-8527	34958-35158 White Pine Tr. Jack Boivin 35057-35106 Red Pine Dr. Pat McEvelly Andy Tarpinian	471-2398 426-6274 478-3576
<u>Area B</u>	<u>Phone #</u>	<u>Area K</u>	<u>Phone #</u>
35345-35420 Blue Spruce Dr. Dick Raney 22160-22280 River Pines Dr. 35475-35535 River Pines Ct.	615-8527	21480-21610 River Ridge Ct. Roscoe Oloffo 21615-21710 River Ridge Tr. Tom Sedlack	426-8930 476-8541
<u>Area C</u>	<u>Phone #</u>	<u>Area L</u>	<u>Phone #</u>
35260-35350 Blue Spruce Dr. Lou Stern 22180-22220 River Ridge Tr.	615-0243	35061-35101 White Pine Tr. Jack Boivin 35053-35233 Knollwood Ln. Pat McEvelly Andy Tarpinian	471-2398 426-6274 478-3576
<u>Area D</u>	<u>Phone #</u>	<u>Area M</u>	<u>Phone #</u>
35285-35305 Blue Spruce Dr. Jerry Ewald 22270-22380 River Ridge Tr. 22225-22295 River Ridge Tr.	477-8851	35104-35214 Knollwood Ln. Jack Boivin 35161-35231 White Pine Tr. Pat McEvelly Andy Tarpinian	471-2398 426-6274 478-3576
<u>Area E</u>	<u>Phone #</u>	<u>Area N</u>	<u>Phone #</u>
21960-22170 River Ridge Tr. Marv Kornegger	476-6733	35280-35360 Lone Pine Ln. Matt Prosoli 21962-22162 Lancrest Ct.	888-9004
<u>Area F</u>	<u>Phone #</u>	<u>Area P</u>	<u>Phone #</u>
22005-22195 River Ridge Tr. Jim Redmond	478-1288	21951-22182 Lancrest Ct. Tom Cetnar 21940-22140 River Pines Dr.	442-7574
<u>Area G</u>	<u>Phone #</u>	<u>Area R</u>	<u>Phone #</u>
21935-21995 River Ridge Tr. Jim Redmond 22355-22385 River Ridge Tr. 35040-35085 Silver Ridge Ct. 35228-35258 White Pine Tr.	478-1288	35375-35675 Lone Pine Ln. Rob Kasanic	474-9080
<u>Area H</u>	<u>Phone #</u>	<u>Area S</u>	<u>Phone #</u>
21720-21940 River Ridge Tr. Roscoe Oloffo Tom Sedlack	426-8930 476-8541	35580-35610 Lone Pine Ln. Dick Raney 21945-22085 River Pines Dr.	615-8527
<u>Area I</u>	<u>Phone #</u>	<u>Area T</u>	<u>Phone #</u>
21695-21755 River Ridge Tr. Roscoe Oloffo 34911-34941 White Pine Tr. Tom Sedlack 35017-35056 Red Pine Dr..	426-8930 476-8541	35535-35595 Court Ridge Ct. Lee Holmes 35695-35823 Lone Pine Ln. Howard Petter Bob Lewis	442-7439 478-8115 471-6209

