

# *River Pines of Farmington Condominium Association*

*Welcome ... to the  
2018 River Pines  
Spring Meeting*



# River Pines Spring meeting May 23, 2018

## Agenda

Introduction  
2017 Financials  
Committees  
Work order system  
Bylaws revision  
Reminders  
Q & A



# Board of Directors



Bruce Tobis  
President



Mark Laktzian  
Vice President



Jan Hall  
Treasurer



Joyce Brandemihl  
Secretary



Rodney Love



Mike Reilly



Glenda Wilkinson

# Staff



Bob Goodman  
Site Manager



Greg Nothnagel  
Maintenance



# 2017 Financials

## Auditor's report

Nothing negative in the Opinions and Notes

A full copy is available

## Reserve fund

December 31, 2016      \$ 652,662

December 31, 2017      \$ 703,441

## Expenses

Administrative      \$ 114,459

Utilities      \$ 22,146

Maintenance & repair      \$ 951,487

Insurance & taxes      \$ 101,239

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Total      \$ 1,189,331



# Committees

Welcome

Grounds

Architectural Control

Social

Reserve Plan & Budget

Irrigation

Lighting



# Grounds

Spring review completed

Quote requested to improve west pond area

Replacement garage shrubs

Co-owner requests

Second year of four year plan for  
bent grass removal





# Architectural

Garage lights

Retaining wall replacement  
22035-22075 RRT

Path in between 21990-22000 RRT  
Repair damage caused by  
landscaping equipment





# Architectural

Unit painting underway

Should take another month or so

Deck staining

About 1/3 of the total

Scheduled for August

Tennis courts

Repair quote requested

Maintain or remove ?



# Architectural

West pond drainage

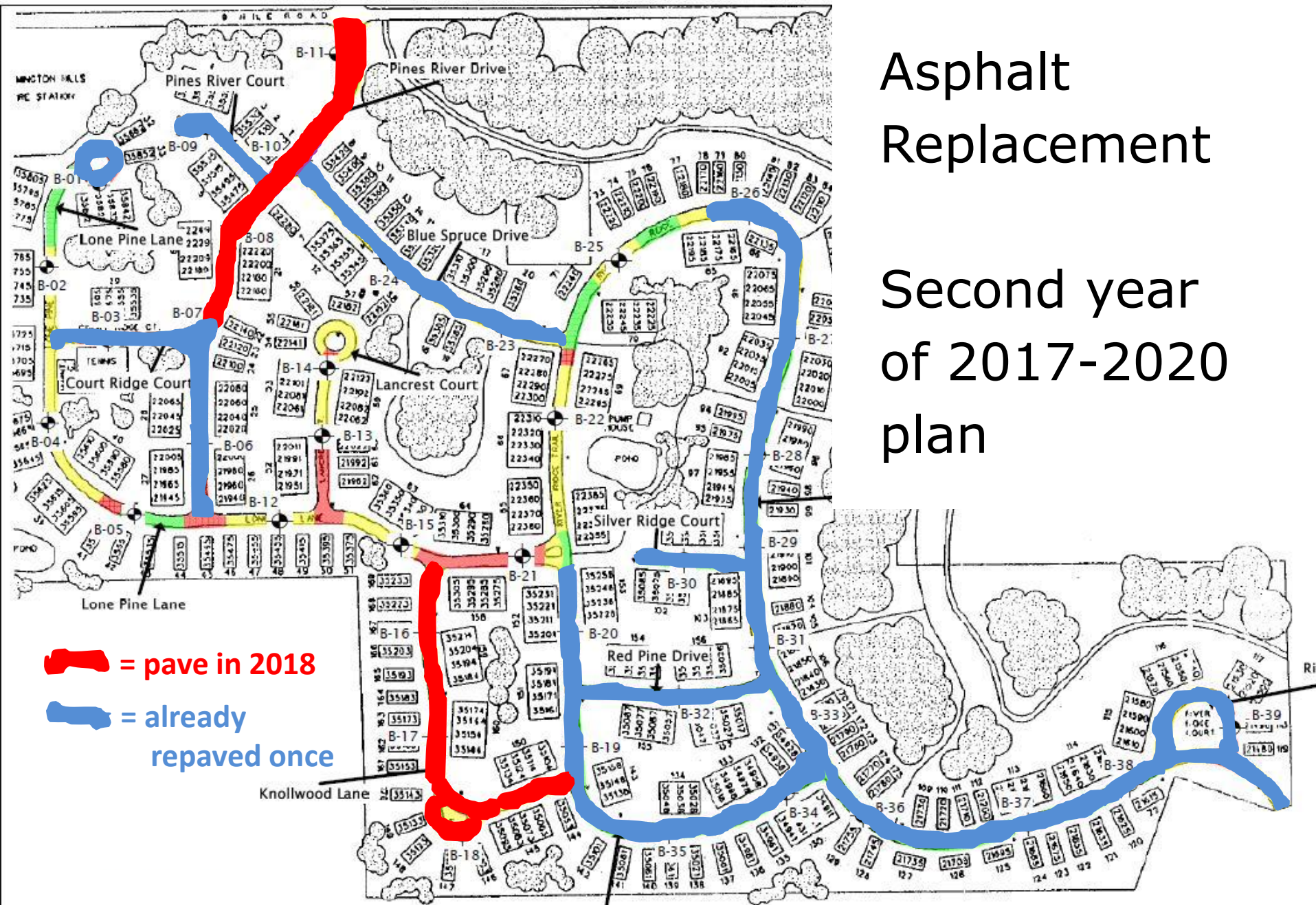
Elevated water level noticed last fall





# Asphalt Replacement

Second year  
of 2017-2020  
plan



# Social Committee

Donna Hicks  
Shirley Niesyto  
Jan Provan

- 1st Saturday of each month:  
Breakfast at Kerby's Coney  
Island – 10:00 am
- Christmas dinner  
December 8 at Subu's at 5 pm
- Pinochle group  
Contact Shirley Temby



# Administrative

Change requests

Modification request

- if your condo is involved

Alteration agreement

- for plantings

Work orders

New web-based system





## WHY should I learn how to use the new enhanced WORK ORDER SYSTEM?

- ✓ IT'S **EASIER AND FASTER** TO USE FOR YOU AND FOR OUR COMPANY SO RESPONSE TIMES SHOULD BE EVEN FASTER THAN THEY ARE NOW.
- ✓ YOU CAN LOOK UP **OPEN WORK ORDERS** FOR YOUR HOME INCLUDING THE COMPANY THAT'S BEEN ASSIGNED TO COMPLETE THE WORK.
- ✓ YOU CAN FIND THE **HISTORY OF WORK ORDERS** FOR YOUR HOME, INCLUDING THOSE REQUESTED BY THE FORMER OWNERS.
- ✓ YOU CAN SEE ALL OF THE **CONTACT INFORMATION** WE HAVE FOR YOUR ACCOUNT AND UPDATE IT, IF NECESSARY.
- ✓ THE SYSTEM IS SECURED BY A **USER NAME AND PASSWORD**.

## Login



Enter user name:\*

69-13101

Enter password:\*

••••

Login

First Time on Our Site, See the Tutorial Links Below:

[McShane and Associates, Advantages of New System, and What You'll Need to Get Started](#)

[Home Page and Message Center](#)

[Viewing Open and Closed Work Orders](#)

[Submitting New Work Orders](#)





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When management is working efficiently...  
...things get quiet.

(248) 855-6492

Logout

Change Password

[Home](#) | [Message Center](#) | [Open Work Orders](#) | [Closed Work Orders](#) | [Submit New Work Order](#)

## Unit Information

[To update any of the information please complete the Owner Update form by clicking here](#)

Owner Name 1	
Owner Address 1	123 First St.
Owner Address 2	
Owner City	
Owner State	MI
Owner Postal Code	
Owner Home Phone	
Owner Home Fax	
Owner Work Phone	
Owner Email	chuck@mshaneamangement.com
Owner Cell	
Other Cell	
Employer 1	
Employer 1 Phone	
Employer 2	
Employer 2 Phone	
Secondary Address 1	
Secondary Address 2	
Secondary City	
Secondary State	
Secondary Postal Code	
Away Beg Date	
Away End Date	
Emergency Contact 1	
Emergency Home Phone 1	
Emergency Work Phone 1	
Emergency Contact 2	
Emergency Home Phone 2	
Emergency Work Phone 2	
Tenant Name 1	
Tenant Name 2	
Tenant Email	
Tenant Home Phone	
Tenant Work Phone	

# HOMEPAGE





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### Open Work Orders

Work Order	Company	Date Received	Date Assigned	Work Requested	Expected Start Date
119535	Renovations Roofing & Remodel	3/27/2018	3/27/2018	There is a roof leak over the kitchen, please repair.	
119536	Metro Construction	3/27/2018	3/27/2018	The frame of the window in the basement is rotted, this window is the one facing west near the bookshelf.	
119538	KG Construction & Maintenance	3/27/2018	3/27/2018	Please repair the drywall that was damaged from a rod hole leak in the North West corner of the basement (follow-up from work order 119534)	

## OPEN WORK ORDERS





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### Submit New Work Order

Please view open work orders before entering a new one. This will help eliminate any duplicates.

Name:\* Chuck Vomastek

Home Phone:\*

Cell Phone:

Office Phone:

Email:\* chuck@mcshanemanagement.com

Association:\* McShane Test Community

Address:\* 123 First St.

City:\*

State:\* MI

Postal Code:\*

Repair Category:\* Appliances - Air Conditioner <-- Please start typing repair issue ?

This is NOT covered by the Association.

[Click to check if repair is covered by Association](#)

Is repair covered?

# SUBMIT A NEW WORK ORDER





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Your selected Repair Category is covered, please enter details on work needed and submit.

Please detail work needed:\*

Please repair roof leak that has caused water to leak into master bedroom on the South wall.

The leak started yesterday, we believe it is from heavy rainfall.

Does your work order request meet one or more of the following criteria - select YES or NO below.\*

- ☒ YES - Water is entering the interior of your home. Something is hindering entering or exiting your home. The problem endangers people or possessions. Part of your home is open to the elements.
- ☐ Water or sewage is coming out of a drain in your home. Uninvited or dangerous animal is in your living or attic space.

# SUBMIT A NEW WORK ORDER



# Bylaws Revision

Proposals summarized in the last newsletter

Handout

Process

- Presented for discussion

- Edit the text

- Review with attorney

- Vote at the September meeting

- 67% majority required for approval

Comments ?



# Reminders

River Pines garage sale: June 8-9  
Please sign up to be included on the map

Fall meeting: September 19<sup>th</sup>  
Electing 3 Board members  
Voting on Bylaws changes

Lost and found  
Check with Greg

Information available at the web site:  
[www.riverpinescondominiums.com](http://www.riverpinescondominiums.com)

