

Minutes of Annual Meeting - November 27, 2018  
Fairway Pines at Pheasant Run Home Owners Association

The annual meeting was convened at 7:00 PM in the "Freedom Room," Canton Township Administration Building, and adjourned at 9:00 PM. Thirteen (13) homeowners, including three board members, attended the meeting. Board members present were Tom Gamache, President; John Miltz, Architectural Review Chair; and Hadyn Notestine, Secretary and Acting Treasurer. Joe Maltese, Trustee, was absent due to work schedule. The following topics were covered.

2018 ACTIONS - Mr. Gamache described the following:

- Snow Plowing - Because of issues with the 2016/17 contractor, the Board used a different one in 17/18, with good results.
- Mailboxes - New, metal mailboxes were installed in the south (approximate) half of the sub.
- Road Repairs - No significant road and curb repairs were completed by Pheasant Run Road Maintenance Association (PRRMA). While some pot hole filling and crack sealing was budgeted and authorized, this work was not completed due to state-wide labor issues and rainy weather.
- Website - The HOA website, which was restored to functioning status in 2017, was improved to add an "Architectural Review" button and other changes.
- Lawn Care - The new contractor used in 2018 for lawn mowing and other landscaping work has been very satisfactory.
- Architectural Review - Ten (10) requests were all approved, with minor adjustments in some cases. (John, 10 was last year's number - What is the 2018 number? Thanks)
- House Fire at 500 Merion Dr - The house appears to be a total loss. The Michigan State Police are investigating the situation, and until that is done, no schedule or forecast can be made about when the property will be cleaned up and possibly re-built.

PLANS FOR 2019

- New mailboxes will be installed in the north part of the sub, pending money is available to do the work.
- More roadway repair in 2019 than in 2018. The pot hole filling and crack sealing (which was planned to be done in 2018 but was) not will be done in 2019. The actual identification of work will be done in the spring.
- Landscaping improvement will be made to the berms and other HOA area as needed.
- Complete landscape repair/replacement in Glenview Park when weather allows in the spring.
- Further improvements to the website as they are identified.

2019 BUDGET - Mr. Gamache described the budget for next year, per the table on the following page. While the annual dues are being increased to \$715/year, the Board expects to be able to reduce the fee after the mailbox program is complete, as long as there is not a major increase in roadway expense.

<u>Item</u>	<u>2018 Budget</u>	<u>2018 Year-End Estimate</u>	<u>Proposed 2019 Budget</u>	<u>Memo</u>
<b><u>EXPENSES</u></b>				
PRRMA	106,000	96,056	96,056	No increase in 2019
Lawn Care	35,000	30,379	31,000	Retaining current landscaper
Snow Plow & Salt	12,838	12,000	16,865	More salt, price increase
Water	10,500	5,617	8,000	Board carefully watches need for watering health
Electric-DTE	1,800	1,950	1,950	Lighting and Sprinklers
Pond Maintenance	1,000	1,040	1,100	
Landscaping Impv. & Tree Care	2,000	4,325	3,000	Clean up of islands
Sprinkler Maintenance	1,500	1,625	1,400	
Mailbox Replacement	-	51,831	60,000	Replace all mailboxes in two phases.
Insurance	4,500	4,688	4,688	
Accounting & Bookkeeping	3,000	6,515	5,000	
Sidewalk Repair	800	-	800	Cherry Hill S/W needs repair
Web Site Revisions	2,500	304	500	Several Improvements made in 2018
Administration & Misc.	1,000	581	600	
Bank Fees	50	50	50	
Wayne County Drain Fees	67	-	-	
P.O. Box Rental	160	166	166	
Reserve	2,000	-	1,500	
Attorney fees		2,250	1,500	Foreclosure Filings
<b><u>Total Expenses</u></b>	<b><u>184,377</u></b>	<b><u>224,242</u></b>	<b><u>229,310</u></b>	

**INCOME**

Planned Income from Dues if 100% Paid	188200,850	200,850	220,935	2018 Dues were \$650, 2019 will be \$715.
Dues Not Paid	-	(27,850)	(5,000)	
Delinquent Dues Rec'd	0	4,856	4,000	
Interest	0	700	700	
<b><u>Total Income</u></b>	<b><u>200,850</u></b>	<b><u>178,556</u></b>	<b><u>220,635</u></b>	
<b><u>Net Income Over/(Under) Expenses</u></b>	<b><u>16,473</u></b>	<b><u>(45,686)</u></b>	<b><u>(8,675)</u></b>	Mailbox Replacement in 2018 and 2019 Decreases Cash Reserves

**ELECTION OF OFFICERS**

Mr. Gamache reviewed the current office holders. He introduced homeowner Richard Rickert who has agreed to join the Board. The current officers were re-elected, and the new term of office is as given in the following table:

<b>Board Member</b>	<b>Date of Last Election to Board</b>	<b>Term of Office when Elected or Appointed (Years)</b>	<b>Date Current Term Expires</b>	<b>Term of Office for New Term</b>
Tom Gamache	11/2018	2	11/2020	2
Joe Maltese	11/2018	2	11/2020	2
John Miltz	11/2018	2	11/2020	2
Hadyn Notestine	11/2017	2	11/2019	2
Richard Rickert	11/2018	2	11/2020	2

**QUESTIONS AND DISCUSSION**

- The Board was complemented in general for their time and effort on the HOA's behalf.
- One homeowner suggested the HOA start charging title companies for a "Status Letter" when a home is sold.
- Several homeowners commented about the poor condition and lack of maintenance being done regarding some of the homes in the neighborhood. The Board responded that we are trying to be diligent to keep them to a minimum. The Board sends letters to homeowners that need attention, and the Board works with the Township Police Ordinance Officer to address these matters when the condition violates township ordinances. The Board welcomes residents reporting concerned properties to the Board for their evaluation and potential action.

There being no further discussion, the meeting was adjourned at 9:00 PM.