

**Sunflower Village Homeowners Association
 General Session Meeting Agenda
 Wednesday, April 19, 2023
 Hanford Clubhouse @ 7 p.m.**

A. Call to Order - Melissa Lichtman, President
 The meeting was called to order by Melissa Lichtman at 7:03 p.m.
 Melissa welcomed residents and also introduced our new office staff.

B. Roll Call / Board Member Attendance - Lori Rysdorp, Secretary
 Lori Rysdorp did a roll call for Board Attendees. The below chart shows board representation at this meeting.

Jeff Barszcz	Present ▾
Richard Downing	Absent ▾
Omar Hashwi	Present ▾
Kahlil Kandah	Absent ▾
Melissa Lichtman	Present ▾
Ann McGowan	Present ▾
Bill Muse	Present ▾
Chico Rodriguez	Present ▾
Lori Rysdorp	Present ▾
Pam Turek	Present ▾
Mary Waxer-Leto	Present ▾

C. Officer Pat Esselink, Canton Public Safety attended the meeting. The floor was opened for resident questions.

Speeding in the neighborhood. A resident asked if videotaping by private citizens would be helpful and if should we send them to the police department. She said yes you can send them, but they cannot do anything with them. She referenced the cameras you see on light posts like those at Haggerty Rd. / Ford Rd. intersection. These are not video cameras but are in place to monitor traffic flow and adjust the stoplight timing accordingly. In Michigan, you cannot record and write a citation off a video recording unless it is associated with a misdemeanor.

Canton has an Ordinance Department which residents can reach out to if they have concerns about homeowners' yard appearances. If residents have any questions about Township Ordinances, they are encouraged to reach out to the Ordinance Department located within the Canton Public Safety Department. Easy way to remember who to contact: If in the yard or driveway, this is an Ordinance Issue. If it is in the street, it is the

Police Department (when it comes to blight issues). Ordinances keep Canton looking pretty, Public Safety Officers keep Canton safe.

Overview of Crime Stats since January 1 in our neighborhood. Larceny in autos is the biggest crime in our neighborhood since January 2023. If you want to know what is going on in the neighborhood, go to crimemapping.com. Information is updated every 24 hours.

Resident Question about catalytic converter thefts. This remains a hot item, especially in the multi-housing units and church parking lots. We generally don't experience this type of theft in our neighborhood.

Officer Esselink reminded residents to lock their car doors every night, remove purses, wallets, and electronic devices, and close their garage doors. This will help reduce crimes of opportunity in our neighborhood.

Thank you Officer Esselink for sharing your knowledge and answering resident questions.

D. Homeowners Questions/Comments - 10 minutes

Resident Question: Why did we leave the Meisner Law Group?

Response: Decided to change directions and go with another firm.

Resident Question: Was it because of their aggressive tactics?

Response: A big part of the decision was cost. We are now with a firm that charges a per-hour rate instead of a monthly retainer.

Resident Question: Are our pools private or public?

Response: Our pools are private because they are available to residents only. Are you leading into the lifeguard staffing question?

Resident: Yes.

Response: Lifeguards are required by the State of Michigan because of the size of our pools. Office staff and Melissa researched this information.

Additionally, if we were to not have lifeguards, we believe the impact on our insurance rates would be significant. We have at least one or more saves every year.

E. Approval of Minutes

<i>Items</i>	<i>Purpose</i>	<i>Who</i>	<i>Materials</i>
Approve 3-15-23 General Session Minutes	Vote	Board	Minutes approved via email vote on April 10, 2023

Members voted electronically as follows:

Jeff Barszcz	Yes
Richard Downing (no vote - absent from the meeting)	No Vote
Omar Hashwi	Yes
Khalil Kandah	Yes
Melissa Lichtman	Yes
Ann McGowan	Yes
Bill Muse	Yes
Chico Rodriguez	Yes
Lori Rysdorp	Yes
Pam Turek	Yes
Mary Waxer-Leto	Yes

D. President's Report - Melissa Lichtman

- a. Meeting with Canton Supervisor Graham-Hudak to discuss **Swanmere and Lambeth Street repair needs**. The township reported that they do not have money for these repairs and that we need to work with Wayne County. They recommended we set up a meeting with Wayne County and the Department of Public Service.

Further reported by Ann McGowan - The meeting with Canton Township took place on March 30. She immediately emailed the next day and called, and left messages with Wayne County reps, indicating Canton Township mentioned to reach out to them. There was no response. Ann sent a follow-up. Again, no call, no email. The third attempt included Melilssa Daub, our Wayne County Commissioner. Again, again no replies.

Ann then emails the Attorney General and the Governor of Michigan. They tend to respond slowly, therefore she is waiting for a response.

A resident mentioned that he has attempted to reach out to different government individuals to get help with repairing Swanmere. He moved in in 1997 and the road has not improved in the 14 years he has lived in the neighborhood.

Ann McGowan mentioned that she has reached out to Fox2 New, no response. She feels this is a report they are not interested in doing. She also spoke to an engineer from Canton Township and asked if grinding down the street and repairing with blacktop was an option. The engineer said the blacktop would not be structurally sound and therefore this is not a viable option.

According to the Canton Supervisor's notes, Melissa Lichtman added that the cost to repair Swanmere and Lambeth hovers around \$2.5 million. This is an issue that we continue to address. When people ask what the HOA can do? At the cost point of \$2.5 million, there is not much we can do but continue to push our representatives and encourage them to come up with a solution.

Melissa Lichtman further mentioned that previous SVHA Boards have tackled the option of a Special Assessment District (SAD) to secure road repair funding. It was voted on and not approved. We continue to push and will keep our residents informed as progress is made.

Ann McGowan has reached out to two other Canton HOA's on this subject, and the best they were able to do was repair the entrances to their subs. Proctor Rd. is very bad also. With the help of the Road match option, they are annually repairing one block of road per year, a lengthy process.

Bob Parker reported that he tried calling Wayne County 3 times a day for 3 weeks and never got anywhere with them. Ann McGowan stated that she did find that if only one individual is calling, regardless of the number of times, the call volume does not help bump up the project's importance on their list. You have to have different people call and email from one area. This will help bump up their priority, even over I-275 fixes.

Lori Rysdorp suggested crafting an email campaign, and Omar Hashwi reinforced this thought. Omar Hashwi will craft up some wording for our residents to use, Ann McGowan will provide contact information, and Lori Rysdorp will pull this all together and communicate this information to our residents. Look for more details coming soon.

Resident Question: If you have a meeting with Wayne County, will you have it open to the residents?

Reply: At some point, we may need residents to be vocal about it, but most likely the first meeting will be with board members at the Wayne County offices. Concern that they will appease us with a meeting and then stall.

The Canton Supervisor was asked if she had ever driven down Swanmere. She said no. She was invited to drive down and watch as residents navigated the poor surface at 5 miles per hour.

The Canton engineer shared that Swanmere and Lambeth were the only two remaining roads in Canton Township that were poured with the Ashfly Concrete which has proven to be unable to hold up under Michigan weather conditions.

Discussion ensued whether there is a standard for road construction or road safety that this road may not meet. If we can determine that the road does not meet the safety standards, we may create an approach to address this issue. Ann McGowan reported that she sent statutes to the Attorney General's office from 2013 in this they said, you have to sue them. This is a 6 digit figure lawsuit

in fees, something SVHA cannot afford. We would need to find an attorney who would be willing to take on our fight as part of a class action lawsuit and maybe cut his fee. It is very hard to find lawyers to do that right now.

Melissa Lichtman added that Wayne County's website states they will maintain residential/subdivision roads but they are not responsible for replacement or upgrading of the roads. They say that they are not responsible for the roads because they were built by the subdivision contractor. However, they acknowledge that they do own the roads and are responsible for maintaining them. We are wondering if an approach could be that they were not maintained and that now they are in such a state of disrepair that they require replacement. Maybe if we can drive home this point that we may gain some traction.

Ann McGowan reported that the holes on Swanmere were recently filled with hot patches, but this is only a temporary solution. Hot patch would work better if the holes were first cleared of debris prior to the hot patch placement. The road crews did not take this important step when laying the hot patch, therefore we anticipate this treatment will not last very long.

- b. Office Staff welcome - Melissa Lichtman welcomed our new office staff. If you stop by the office, please give them a warm welcome.
- c. Pool Maintenance Management Company - this is discussed further in the meeting (see below)
- d. Electronic Voting
Board members participated in 3 online voting actions between the March 2023 and April 2024 General Meetings. Please see below for details on each vote, including how members voted on each issue.
 - i. Merrill Lynch Account

<p>A motion has been made by Bill Muse, seconded by Lori Rysdorp to initiate the below-listed updates to our Merrill Lynch Account.</p> <ol style="list-style-type: none">1. Remove Ron LeTourneau as an agreement and/or check signer.2. Remove Jeff Barszcz as an agreement and/or check signer.3. Remove Bob Parker as an agreement and/or check signer.4. Remove Jennifer Lewis as an agreement and/or check signer.5. Add Melissa Lichtman as an agreement and check signer.6. Add Chico Rodriguez as an agreement and check signer.7. Add Khalil Kandah as an agreement and check signer.8. Add Omar Hashwi as an agreement and check signer. <p>The paperwork requires the secretary to verify by signature that any changes have been duly adopted by the BOD. We have a number of expenses getting ready to hit these accounts so your immediate attention to this matter is appreciated.</p>
<p>The vote count was 10 accept. Voting record is below:</p>

Timestamp	Your Name	Please vote to accept, deny or abstain the motion.
4/5/2023 13:48:22	Lori Rysdorp	Accept
4/5/2023 13:55:01	Pamela Turek	Accept
4/5/2023 14:04:56	Omar Hashwi	Accept
4/5/2023 14:30:16	Melissa Lichtman	Accept
4/5/2023 14:36:38	Wilson "Bill" Muse	Accept
4/5/2023 14:39:41	Ann McGowan	Accept
4/5/2023 14:51:05	francisco rodriguez	Accept
4/5/2023 14:52:16	Khalil S. Kandah	Accept
4/5/2023 15:12:47	Mary Waxer-Leto	Accept
4/6/2023 10:36:47	Jeff Barszcz	Accept

ii. Crown Cement - Hanford Pool

A motion has been made by Omar Hashwi, seconded by Melissa Lichtman to sign a contract with Crown Concrete.

The commons grounds committee recommends using Crown Cement for the Hanford Pool deck concrete work.

Quotes that were under consideration:

Crown Cement \$49,600

will replace the concrete under the fences.

Barrientos \$40,400

will not replace the concrete under the fence

Action Concrete & Landscape \$60,067

Additional charge to remove and replace fencing not included in the quote.

In total 6 companies were contacted, 3 responded. The quotes were discussed in the March meeting and again following the meeting with the township on March 30 as referenced in that meeting announcement. The committee met with Crown on Sunday, April 2 again to answer additional questions.

Crown also is willing to work with us on timing.

The vote count was 9 accept, 1 abstain. Voting record is below:

Timestamp	Your Name	Please vote to accept, deny or abstain the motion.
4/3/2023 18:28:39	Lori Rysdorp	Accept
4/3/2023 18:40:59	Ann McGowan	Accept
4/3/2023 19:06:18	khalil kandah	Accept
4/3/2023 19:16:28	francisco rodriguez	Accept
4/3/2023 19:25:07	Melissa Lichtman	Accept
4/3/2023 19:40:33	Jeff Barszcz	Abstain
4/3/2023 21:26:45	Mary Waxer-Leto	Accept
4/3/2023 21:29:03	Pam Turek	Accept
4/3/2023 22:38:33	Omar Hashwi	Accept
4/4/2023 6:33:08	Wilson "Bill" Muse	Accept

iii. March 15, 2023, General Meeting Minutes

A motion has been put in front of the Board by Chico Rodriguez, seconded by Mary Waxer-Leto to approve the March 15, 2023 General Session Meeting minutes.

Below, please place your vote on whether you accept, reject, or abstain from this motion.

The vote count was 10 accept. Voting record is below:

Timestamp	Your Name	Please vote on the motion to accept, deny, or abstain
4/10/2023 20:29:30	Ann McGowan	Accept
4/10/2023 21:00:04	Lori Rysdorp	Accept
4/11/2023 8:53:43	Chico Rodriguez	Accept
4/11/2023 10:54:47	Wilson B. Muse III	Accept
4/11/2023 12:18:28	Melissa Lichtman	Accept
4/11/2023 12:45:52	khalil kandah	Accept
4/12/2023 17:21:53	Mary Waxer-Leto	Accept
4/12/2023 20:59:35	Pam Turek	Accept
4/13/2023 21:04:14	Pamela Turek	Accept

Jeff Barszcz voted yes at 4-19-2023 General Meeting.

Omar Hashwi voted yes at 4-19-2023 General Meeting.

Pool Management Company - contacted several pool management companies in an effort to help manage our pools this summer including maintenance and lifeguard management. A couple were forthright and said they did not have the staff to handle the needs of our pools. We reached out to Michigan Pool Management and they sent us information. The board will review the proposal in the Executive meeting today.

Our current plan is to provide Certified Pool Operator (CPO) training to the lead lifeguards and then have them train others on staff to monitor and correct any pool water chemical adjustments deemed necessary throughout the day.

E. Management Reports

a. Association Manager - Reported by Melissa Lichtman

This report will be combined with the treasurer's report due to the absence of Khalil Kandah from this meeting.

b. Maintenance Updates - Reported by Chico Rodriguez

- i. Part-time maintenance person, Wayne, will spray each month for weeds around the clubhouses and surrounding sidewalks. Clearcut provided this service 4 times a year. We eliminate this as part of their services, saving approximately \$3200 yearly.
- ii. Eliminated "Spring Clean-up" and re-mulching of flower beds surrounding clubhouses, saving about \$7400. Mulch around the buildings and signs appears to be okay for another year. The grounds committee will continue to monitor the mulch as the season progresses. It remains a possibility that mulch may be added to the flowerbeds later in the year if deemed necessary by the grounds committee.
- iii. Hanford Pool maintenance. Canton Township will be sending us blueprints to the Hanford Clubhouse and Pool. This will be used to determine the location and depth of electrical wiring and the locations of plumbing when removing and laying new cement for Hanford Clubhouse. When we begin removing the concrete from the pool deck, we plan to have a plumber on hand because the pipes will be removed with the concrete. The plumber is there to reattach the water pipes from the clubhouse to the pool prior to the new concrete being poured. Chico will be meeting with different plumbing companies to get quotes for this effort.
- iv. Aquatic was awarded the contract for opening the pools and fixing the holes in the pools. This activity is targeted for the first week of May.
- v. After additional board discussion, the easements surrounding the subdivision along the main roads will continue to be mowed by Clean-Cut as part of their contract with SVHA.
- vi. Snow removal companies are being contacted for bid for our next season.
- vii. Chico and Wayne put up the pickleball and tennis nets. Courts have been cleared and are ready for use.

c. Procurement Committee.

- i. Awarded the wi-fi service agreement to Wow from Comcast at a savings of approx \$2400 a year. The new service will increase internet speeds at both clubhouses.
- ii. DTE is still dragging its feet on the parking lot fixture at the Gainsborough Pool, requesting supporting documentation from us on our claim.
- iii. Contacted Wayne County Forestry to report damming of the creek resulting from sticks, branches, and debris being thrown into the creek, and reported graffiti on the bridge which connects the commons to school grounds.
- iv. Meeting with a couple of plumbing companies to get quotes for their services for the pool plumbing repairs.

F. Treasurer's Report - Kahlil Kandah

Melissa Lichtman presented the financial and managers report together report due to Kahlil Kandah's absence.

Annual dues receipts have exceeded our 2023 projection by \$16,000 at this point. In 1st quarter 2022, we received \$519,000 in dues, 1st quarter we received 2023 \$535,000 in dues. Included in the additional income are some payments to the association for past Lein's filed. Remember, based on our ByLaws, monies recovered from liens first pay attorney fees then pay late fees, and then pay outstanding dues. Clubhouse rentals are strong. 2022 1st quarter we received about \$6,000. 2023 1st Quarter we've received about \$12,000. Some of this is for Graduation Season with takes place in the summer, but payments were received in 1st quarter.

Pools, we will not know what type of income will come from Pool Passes and Swim Lessons until pool season starts.

Advertising shows a little less than 1/2 of our income projected. We have one print issue out, and we are promoting advertising in our newsletter on a regular basis.

Other income, tracking well. We have received about 1/2 our anticipated budget in this area for 2023.

A motion was made by Chico Rodriguez, seconded by Omar Hashwi to accept the financial report as presented.

Members voted as follows:

Jeff Barszcz	Yes ▾
Richard Downing	Absent ▾
Omar Hashwi	Yes ▾
Kahlil Kandah	Absent ▾
Melissa Lichtman	Yes ▾
Ann McGowan	Yes ▾
Chico Rodriguez	Yes ▾
Lori Rysdorp	Yes ▾
Pam Turek	Yes ▾
Mary Waxer-Leto	Yes ▾

SVHA 2023 TREASURERS REPORT

INCOME	23 BUDGET	01/23 ACT	02/23 ACT	03/23 ACT	Q1 23 ACT	YTD TOTAL	Variance	% of BGT
Dues 2023	538,850	306,663	189,075	59,756	555,494	555,494	16,644	103.1%
Dues 2024	-	-	-	-	-	-	-	
2024 Dues Deferment	-	-	-	-	-	-	-	
Clubhouse Rentals	28,000	5,595	3,325	2,775	11,695	11,695	(16,305)	41.8%
2024 Rental Deferment	-	-	-	-	-	-	-	
Events	-	-	-	-	-	-	-	#DIV/0!
Pools	12,700	-	-	-	-	-	(12,700)	0.0%
Newsletter Advertising	600	238	-	8	246	246	(354)	41.0%
Other Income	7,350	164	406	2,246	2,816	2,816	(4,534)	38.3%
Payment Plan Fee	150	-	45	38	83	83	(67)	55.3%
Reimbursed Legal Fees	-	45	2,648	247	2,940	2,940	2,940	#DIV/0!
Misc. Income	-	37	30	67	134	134	134	
TOTAL INCOME	587,650	312,742	195,528	65,138	573,408	573,408	(14,242)	

EXPENSES	22 BUDGET	01/23 ACT	02/23 ACT	03/23 ACT	Q1 22 ACT	YTD TOTAL	Variance	% of BGT
Events	2,000	-	100	150	250	250	1,750	12.5%
Newsletter	4,000	-	-	743	743	743	3,257	18.6%
Office Operations	13,000	756	948	748	2,451	2,451	10,549	18.9%
Clubhouse Operations	13,000	1,091	734	722	2,547	2,547	10,453	19.6%
Club Equipment	300	-	-	-	-	-	300	0.0%
Repair & Maintenance	14,400	3,589	195	-	3,784	3,784	10,616	26.3%
Tools	500	-	-	-	-	-	500	0.0%
Utilities	33,000	2,088	1,253	1,053	4,394	4,394	28,606	13.3%
Commons Area	79,000	-	-	-	-	-	79,000	0.0%
Snow Removal	55,000	-	2,850	-	2,850	2,850	52,150	5.2%
Pool Operations	8,900	-	-	-	-	-	8,900	0.0%
Pool Maintenance	2,900	-	-	-	-	-	2,900	0.0%
Pool Equipment	500	-	-	-	-	-	500	0.0%
Pool Chemicals	12,500	-	-	-	-	-	12,500	0.0%
Pool Parties	300	-	-	-	-	-	300	0.0%
Wages-Office, Pools, & Maint.	149,000	1,350	963	533	2,845	2,845	146,155	1.9%
Payroll Taxes	22,000	200	148	64	412	412	21,588	1.9%
Payroll Services	5,200	702	230	-	931	931	4,269	17.9%
Mileage	800	9	-	-	9	9	791	1.2%
Cell Phones	800	15	-	-	15	15	785	1.9%
Time Clock Expenses	400	18	18	-	35	35	365	8.8%
Federal Income Tax	-	-	-	-	-	-	-	#DIV/0!
MI Annual Report	20	-	-	-	-	-	20	0.0%
Property Tax	300	-	-	-	-	-	300	0.0%
Professional Fees	25,800	1,852	218	2,098	4,168	4,168	21,632	16.2%
Lein Fees	-	-	(520)	-	(520)	(520)	520	0.0%
Insurance	21,000	-	509	-	509	509	20,491	2.4%
Reserve Contribution	112,400	-	-	-	-	-	112,400	0.0%
Road Fund Contribution	10,000	-	-	-	-	-	10,000	0.0%
Misc. Expense	-	-	-	-	-	-	-	#DIV/0!
Unreimbursed Bank Fees	600	72	86	83	241	241	359	40.1%
Bad Debt	-	-	-	-	-	-	-	#DIV/0!
Reconciliation Discrepancies	30	-	-	-	-	-	30	0.0%
TOTAL EXPENSES	587,650	11,741	7,732	6,192	25,665	25,665	561,985	

INCOME - EXPENSE - 301,001 187,796 58,946 547,743 547,743

G. Committee Reports - Committee Chairs

- a. Communications - Chairman - Lori Rysdorp
2nd newsletter should be delivered the week of April 21. April Electronic newsletter was distributed within the past few days.
- b. Procurement Committee - Chairman - Chico Rodriguez
Previous reported in the Maintenance Report
- c. Social Committee - Chairman - Melissa Lichtman
Egg Hunt was very well attended. Nothing is on the horizon at this time.
- d. Common Grounds Committee - Chairman - Omar Hashwi
Chico Rodriguez covered most of the information from this committee, in addition, all the trees and fallen limbs from the ice storm earlier this year were picked up. Please let us know if you find any others that require removal. Omar will double-check the mulch around Clubhouses, pools, and subdivision signs. Want to determine the needs, and wants the neighborhood to look nice. Please reach out if you have any questions or comments to svha@sunflowercanton.com.
- e. Roads/Snow Removal Committee - Chairman - Kahlil Kandah
No report from Khalil, roads update already discussed in this meeting
- f. Finance Committee - Chairman - Kahlil Kandah
Presented by Melissa Lichtman earlier in this meeting.
- g. Garden Club - Chairman - Melissa Lichtman
Melissa put a note out into the community that if residents have Black-Eyed Susans or any other perennials they are willing to split and share. Please contact the office at 734-453-2022. Thank you for your consideration.

H. New Business

Nothing at this time

I. Confirmation of the Next Board Meeting

Wednesday, May 17, 2023, at 7 p.m. @ Hanford Clubhouse

J. Adjournment

A motion was made by Pam Turek, seconded by Chico Rodriguez to adjourn the meeting at 8:16 p.m.

Members voted as follows:

Jeff Barszcz	Yes ▾
Richard Downing	Absent ▾
Omar Hashwi	Yes ▾
Kahlil Kandah	Absent ▾
Melissa Lichtman	Yes ▾
Ann McGowan	Yes ▾
Bill Muse	Yes ▾
Chico Rodriguez	Yes ▾
Lori Rysdorp	Yes ▾
Pam Turek	Yes ▾
Mary Waxer-Leto	Yes ▾