

**Sunflower Village Homeowners Association
General Session Meeting Minutes
From Wednesday, July 17, 2024 meeting
Hanford Clubhouse**

A. Call to order – Melissa Lichtman, President
The General session was called to order @7:00 pm

B. Roll call/Board Member attendance – Ann McGowan, substitute Secretary for Bill Muse
Member attendance as follows:

Rich Downing	absent
Khalil Kandah	present
fMelissa Lichtman	present
Ann McGowan	present
Bill Muse	absent
Chico Rodriguez	present
Mary Waxer-Leto	absent

C. **Homeowner Questions / Comments – 10 minutes:** None

Resident attendees: Nate Rebeck, Jenny & Nolan Serafin, Evan Holmberg,
Patrick Stevenson

D. Approval of minutes from 6/19/24 General Session Meeting

<i>Items</i>	<i>Purpose</i>	<i>Who</i>
Approve general meeting minutes (Ann)	vote	1 st Khalil Kandah 2 nd Chico

E. **President’s report – Melissa Lichtman** – roads have started in Section 8, saw cutting on Lambeth Way, discussion regarding security needs on common grounds, discuss reasons for need, obtaining quotes for same

F. **Staff reports**

a. **Association managers:** Shawn and Carol

Carol:

1. discussion on clubhouse rentals, 12 for Hanford and 10 for Gainsborough; assessed \$220 garbage fee for Hanford rental
2. 1,627 paid homeowners (96.7 %); payment plans initiated, 7 files to legal totaling \$7,875.72;
3. working on recoding cash receipts through QuickBooks to differentiate 2023 payments and fees from 2024;

4. resident pointing out tennis court striped incorrectly; another indicating marijuana gummies found on lawn (police report filed); asking if the bushes on Hanford by creek will be cut down; Beck and Larchmont streetlight is out - DTE / Township notified.

Shawn:

5. Jan-Pro Cleaning Company started this week, noted they did a good job
6. Pool parties are complete; wonderful job, compliments to crew
7. Resident requesting changing table at pool bathrooms; discussion as to space to fit a changing table
8. Girl and Boy Scout meetings being scheduled; girl scouts 7/23/24 at 2:00 pm
9. Garbage / recycle bins ordered for clubhouses
10. 13 Slots for picnic items covered by volunteers
11. Resident (through office) indicated pickleball court issues, he let people know courts were closed multiple times, also volunteered to close courts and Wayne volunteered to open courts. Melissa indicated the need to get signs with times and policies indicating “asked to leave” if not followed.
12. IT issues: shared drive died, however no data lost due to backup; security cameras - now have administrative rights to reset passwords; laptop needs to be replaced keeps timing out; request to purchase from eBay for a decent one; secondary computer getting hard to use – needs replaced; repaired various website links / forms. *(Resident and swim guard Evan Holmberg asked for administrative access, Shawn to provide)*
13. Coming events: July 23rd – August 1 swim lessons; Sunflower picnic August 3rd 12-3:00 pm; next Board Meeting August 21, 2024

Resident spoke as to dues being paid however check not cashed, late fees assessed, requesting waiver of portion of late fees

- b. **Maintenance** (Dennis): tennis courts are done - up and running – fixed spots that were not good, ordering squeegees for courts, moves water off - reviewed costs \$150/\$160; Hanford tank for chlorine leaking, ordered, on its way; Gainsborough lift - took measurements, quote in a week or so; new boards for five benches that need replaced; will repair cracks on track when dry outside; repaired ladies toilet at Hanford; garbage disposal repair; request to buy mulch at \$2.00 per bag for landscaping at Warren and Canton Center sign and other areas; paused mulch request for further discussion by Chico.

G. Treasurer’s report (Khalil): Discussed June revenues, expenses; in line with other months, halfway point, exceeded budgeted items, discussed swim lessons income, large increase in late fee payments, spent 26.25% of budget in six months, going into high expense months, pool equipment, vacuum cleaners, skimmer, shed - operating looks good. Discussed road fund interest, capital reserves and Merrill Lynch account. Expenses include

recreational improvements, pool repairs, Kubota (budgeted for last year). CD ladders in place.

<i>Items</i>	<i>Purpose</i>	<i>Who</i>
Motion to Approve Treasurer's July 2024 report	vote	1 st Chico Rodriguez 2 nd Ann McGowan

H. Committee reports

- a. **Communications** – Melissa, July printed newsletter in final stages, monthly electronic newsletter as well
- b. **Procurement** (Chico) – ▪ Gainsborough elevator / stairlift discussion, has blueprint from designer, Canton will accept drawings; ▪ new cleaning crew started; Musser's terminated; ▪ Gainsborough parking lot lights repaired, Canton inspection passed; Michigan Quality Electric will fill trenches Monday July 22nd and are bringing a crane to replace 3 light post bulbs with LED lights, invoiced when complete; ▪ AA Asphalt completed the basketball court, tennis and pickleball courts (including potholes at Hanford parking lot) total \$33,000, savings of \$20,000 from prior resurfacing company. ▪ Discussion regarding request for police patrols throughout the sub. ▪ pool equipment purchased, i.e. skimmer, vacuum. ▪ tree removal discussed for Gainsborough pool area; ▪ snow bids discussed, reviewed each, number of pushes, salting and remaining salt on hand.

MOTION MADE by Khalil to accept the bid of Donahee for snow removal at the lower number of pushes [six(6)], 2ND by Melissa, all in favor, MOTION CARRIED

Further discussions regarding grass bids

MOTION MADE by Chico to accept the bid of Clean Cut for grass cutting, 2nd by Melissa, all in favor, MOTION CARRIED.

- c. **Common grounds:** Chico covered details in procurement committee report
- d. **Social Committee:** Melissa discussed picnic planning and volunteers, moving forward
- e. **Roads/Snow removal:** started roadwork on Lambeth
- f. **Garden Club:** Melissa spent time at Gainsborough weeding, need to get mulch down before it grows again, Chico discussed Arts Tree Service, mulch is free, however dumped in a pile, not bagged, shoveling required, manual labor, not convenient.

MOTION MADE by Khalil to buy brown (natural) mulch at \$2.00 per bag (cap \$100.00), 2ND by Chico, all in favor, MOTION CARRIED.

New Business - Pool/court access quotes: discussion on the problems occurring at the courts, need for security, damage occurring, entering pools without signing in, need to protect assets.

Khalil discussed options: key card access, using phones to scan in – apps / QR codes, suggestion to call a special meeting to get owners feelings on the matter; attending resident suggested VIZPIN as an option used at his gym, cameras mentioned to watch in and out traffic, nothing is foolproof, privacy issues brought up, look into what other communities use for access and accountability.

- Chico indicating potential new Board member, will set up meet and greet
- Report on pools: Discussion with Evan Holmberg, vacuum and skimmer are working great, saves time and manual labor.

MOTION BY Khalil to purchase a second Beta skimmer, 2nd by Melissa, all in favor, MOTION CARRIED. (\$299 – regularly \$549 - take advantage of Amazon Prime Day prices)

MOTION BY Melissa to purchase an additional vacuum for pool “Degree Zima Pro” take advantage of Amazon Prime Day prices, 2nd by Khalil, all in favor, MOTION CARRIED.

MOTION BY Khalil, 2ND by Melissa, to purchase two roller squeegees for courts (\$112 x 2) (water removal) take advantage of Amazon Prime Day prices, all in favor, MOITION CARRIED.

- I. **Adjournment: 8:20 pm** ***MOTION MADE by Melissa to adjourn meeting, 2nd by Khalil, all in favor, MOTION CARRIED.***