

# *Pheasant View Homeowners' Association*



David Nagy - President  
Robert Shanahan - Vice-president  
Susan Henson - Secretary  
Richard Trapp - Treasurer  
Mark Waldbauer - Roadway Manager

Post Office Box 871463 - Canton, Michigan 48187  
www.pheasantview.org

## **MINUTES for ANNUAL Board Meeting Tuesday, June 14, 2011**

**LOCATION:** Canton Township Administration Building, lower level meeting room D.

**CALL TO ORDER:** 7:10 PM Call to order by D. Nagy.

**ROLL CALL:**

BOARD MEMBERS PRESENT: D. Nagy, R. Trapp, M. Waldbauer, S. Henson

BOARD MEMBERS ABSENT: R. Shanahan

OTHERS PRESENT: See Annual Meeting Sign-in Sheet

**APPROVAL OF THE AGENDA:** Move to approve following the moving the “*Orders of the Day*” to the end of the meeting by D. Nagy, seconded by S. Henson.

**APPROVAL OF THE MINUTES:** Move to approve by D. Langer, seconded by M. Waldbauer, approved by all.  
Move to approve May minutes by M. Waldbauer seconded by R. Trapp, approved by all.

**ANNOUNCEMENTS:** Welcome to all homeowners.

**CITIZEN / HOMEOWNER NON AGENDA COMMENTS:** (*Included within the following reports.*)

**OFFICERS' REPORTS**

**PRESIDENT'S REPORT:**

- As conveyed by D. Nagy, introductions of Board members. D. Nagy and L. Liuzzi will be stepping down from Architectural Review Committee (ARC). Dee Heinze is recognized for organizing the garage sale and June Waldbauer for maintaining and updating the website. Additionally, thanks go out to L. Liuzzi and R. Shanahan for their service.
- Subdivision is in good financial shape now that we have a reserve. The Board has taken a strong stance on dues collection to insure that dues are paid to maintain this reserve.
- Introduction of the Pheasant Run Roadway Maintenance Association (PRRMA) and our sister subdivisions as they relate to PRRMA. Our roads are private. The cost to maintain these roads takes out the largest chunk of our dues.
- Our traffic signs are now in compliance due to M. Waldbauer's efforts after taking over for D. Nagy. PRRMA now has oversight of our signage.

VICE-PRESIDENT'S REPORT: None

SECRETARY'S REPORT:

- Investigation into using more draught resistant perennials with Leigh Thurston of Canton Township.
- Motion to approve by M. Waldbauer, seconded by R. Trapp, approved by all.

TREASURER'S REPORT:

- Review of R. Trapp's report – see handout.
- Taking a tough stance on unpaid dues. Liens have been placed on homes with unpaid dues. We have had good results receiving some of these dues.
- [*Homeowner question on what happens to reserve.*] The decision was made to keep a reserve due to unforeseeable expenses. One example includes litigation. Additionally, the storm sewers in homeowners' backyards are our financial responsibility. As the sewers age, we anticipate potential problems. Therefore, the decision was made to incorporate the reserve versus a special assessment.
- [*Homeowner question as to why dues are collected when they are.*] R. Trapp discussed how this is noted in the Bylaws. In order to change the Bylaws, we need to have 80% approval of the membership. The Board would like to change the due date to March. Again, this would need 80% approval.
- At times, the Board has tried to offer the option for *payment plans* due to severe financial conditions. Unfortunately, results were not consistent. Not everyone paid.
- R. Trapp sees increases in landscaping costs due to increasing petroleum prices and water prices.
- M. Waldbauer discussed that the Board's frugality has been prevalent by foregoing golf outings, picnics, and holiday decorations. We are also paying bills sooner to get discounts. He is looking for input regarding where homeowners think money should be spent.
- [*Homeowner question regarding who is responsibility for curb trees.*] The homeowner is responsible. The township does offer tree vouchers. Three trees need to be in front of each house. If trees are sickly, the homeowner is approached and asked to replace or maintain the tree. This request is not always followed.
- Motion to approve by M. Waldbauer, seconded by J. Torok, approved by all.

## **DIRECTOR'S and COMMITTEE REPORTS**

ROADWAY MANAGER'S REPORT:

- M. Waldbauer gave a historical overview of our roads and PRRMA.
- PRRMA reviews all the roads annually. PRRMA prefers preventive maintenance such as milling and resurfacing instead of spending an exorbitant amount to replace the roads. We have contracted with Spalding DeDecker to manage our roads in this manner. This includes developing the scope of work, bidding, cost analysis, contractor performance, local, county and MDOT compliance, PASER<sup>1</sup> rating, and

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<sup>1</sup> Acronym for Pavement Surface Evaluation Rating.

site inspections. Only the roads that need work are repaired.

- This is our second year working with Al's Asphalt for resurfacing.
- PRRMA is also responsible for the sidewalks. Driveways and approaches are the homeowner's responsibility. Pheasant View's sidewalks are in very good shape; therefore few sidewalks will be replaced this summer. If a homeowner is interested in having some work done, M. Waldbauer will provide a contact.
- We have switched concrete contractors due to a better price and saved approximately 45%.
- The state mandates that special ADA ramps be installed to make them wheelchair or handicap compliant whenever pavement at an intersection is milled. This means a portion of the budget must go to intersection sidewalk ramp replacement.
- Curb trees are to be trimmed up seven feet. During roadwork, the equipment can tear up the trees. Therefore, pruning is ideal before trees are damaged.
- Our PASER index is 76 on a scale of 1 to 100 with 100 being perfect. Our goal is 62. The PRRMA reserve is \$300,000. This is typically what we have been spending each year.
- PRRMA estimates that prices will increase 10% each year. Due to the price increase in crude oil this past year, we might need that 10% increase in our subdivision budget.
- Our objective is to stay ahead on our roads; they are our largest asset.
- The street and traffic control signs have officially been turned over to PRRMA after approval by Canton Township Public Safety and the Township Board of Trustees.
- The new signposts are powder coated Aluminum. We will be replacing the poorer performing wood signposts as needed. These signs are half the cost of the wood signs and require minimal maintenance.
- D. Nagy commented to the residents to observe and report any damage to signs caused by landscapers, movers, school buses, etc. as PRRMA can be compensated for the costs.
- PRRMA's website can be accessed for updates. There is a desire to go paperless. Therefore, email addresses are important for updates.
- [*Homeowner question regarding traffic on Southwick.*] D. Nagy shared that this has been an ongoing issue. Options have been discussed and traffic studies have been performed. However, there have been no resolutions at this time. M. Waldbauer added that the Township does not wish to inhibit traffic to the Summit or to the golf course. Suggestions are welcomed.
- [*Homeowner question regarding cutting our allocation into PRRMA.*] This cannot be done as this entity is legally binding.
- [*Homeowner question, "Is PRRMA subsidized by Canton?"*] Yes, to an extent. M. Waldbauer pointed out that our reassessment of roads showed that we were paying for a stretch of Summit Parkway. Canton agreed to reallocate more money to cover these expenses as well as a section of Glengarry Boulevard. Canton also invoices St. Joseph Hospital and Links 1 which comes back to PRRMA through Canton Township.
- [*Homeowner question regarding the lessening of dues.*] The Board feels it is important to maintain the reserve for unexpected expenses. R. Trapp pointed out that landscaping costs are expected to go up as water

and fuel prices increase.

- Motion to approve by R. Trapp, seconded by homeowner, approved by all. Motion carried.

#### ARCHITECTURAL REVIEW COMMITTEE REPORT:

- Report by L. Liuzzi indicated that 15 requests for improvements were made.
- Indicated that our houses are getting to the point where improvements such as windows and roofs will be needed in the near future.
- Applications must be filed for any exterior improvements that will be made.
- [*Homeowner question if an application is needed for repainting a house the same color.*] L. Liuzzi responded that the ARC would like to see that application. Due to any unforeseeable future litigation, it is necessary to show consistent adherence to all homeowners and their requests.
- [*Homeowner question regarding an empty home.*] The swimming pool is quite a mess. R. Trapp indicated that the home is being taken over. D. Nagy indicated that the ordinance department can be contacted, as well.
- Motion to approve by D. Nagy, seconded by R. Trapp, approved by all.

#### SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:

- Request by June Waldbauer to have all resident email addresses for information and construction updates.

#### GROUNDS AND MAINTENANCE REPORT:

- M. Waldbauer, speaking on R. Shanahan's behalf, indicated that a contract was signed recently so weeding and trimming will be performed this year.
- Flowers will not be planted this year until decisions can be made regarding the types of flowers to plant.

#### **ORDERS OF THE DAY:**

##### ANNUAL BOARD OF DIRECTORS' ELECTIONS:

- From the subdivision ballots, M. Waldbauer is elected as well as write-in candidate, Kevin Harrington, each for a two (2) year term.
- One open seat on the Board of Directors remained. Nominations from the floor were taken. Mike Wegrzyn and Mary Brown offered their names for consideration. Each candidate was present and briefly addressed the assembled. Mike and Mary were excused for the vote.
- With a show of hands, Mike was elected to the Board by a majority vote. Mary was asked to join the Architectural Review Committee (ARC). She accepted and was appointed to the ARC by the President (a no term limit position).

**ELECTION RESULTS:**

- Filling vacancies on the PVHA Board of Directors and serving a two (2) year term are:
  - Kevin Harrington
  - Mark Waldbauer
  - Mike Wegrzyn
- Mary Brown was appointed to the ARC (no term limit)

**NEXT MEETING DATE:** Tuesday, July 12, 2011, Canton Township Administration Building, lower level meeting room B, 7:00 PM.

**ADJOURNMENT:** Motion to adjourn by M. Waldbauer, seconded by R. Trapp, approved by all. The meeting adjourned at 9:30 PM.

Meeting minutes respectfully submitted,

Ms. Susan Henson  
Secretary  
Pheasant View Homeowners' Association

Annual Meeting Attendance

Tuesday, June 14, 2011

	NAME (ONE PERSON PER LINE PLEASE)	ADDRESS	& / OR	LOT NUMBER
1	LEN LIUZZI	45549 Southwick Dr. <del>Not</del>		132
2	Jill Torok	46146 Overhill LN		
3	ROBERT RUSSELLI	1971 CROWDALE Ln		
4	DEAN CLEMENS	46033 WINDRIDGE LN.		
5	MARY BROWN	1987 CROWDALE		
6	Jim HEWARTY	47061 OVERHILL		66
7	Kevin HARRINGTON	45961 WINDRIDGE		31
8	Christina Radzilowski	1825 Stonebridge <sup>way</sup>		
9	JEANNIE GRAY	45902 OVERHILL <sup>LN</sup>		35
10	WILLIAM GRAY	45903 Pinehill Ln		35
11	MICHAEL WEGEZYJ	1801 STONEBRIDGE WAY CT.		
12	Donna & Elyse Casner	1969 Strickland Way		
13	Jaimin Bai	46085 OVERHILL LN		71
14	DIANE LAUBER	1934 Stonebridge Way		74
15	Benedikt Langer	"		"
16	MARK LEE	48851 Southwick R.		146
17	Don Lips	2005 Stonebridge Way		
18	GARY EGGLEFIELD	1760 CROWDALE WAYS,		5
19				
20				

# Pheasant View Homeowners' Association



## 2011 Treasurer's Report

5/31/2011

Category Description	2011 Budget	5 month 2011 Actual	Difference
<b>INCOME</b>			
2011 Dues (162 x \$532)	\$86,184	\$76,798	(\$9,386)
Fines / Liens	(\$5,852)	\$6,794	\$942
<b>TOTAL INCOME</b>	<b>\$80,332</b>	<b>\$83,592</b>	<b>\$3,260</b>
		<small>Absolute amount uncollected:</small>	<b>(\$2,592)</b>
<b>EXPENSES</b>			
Administrative Costs	\$1,000	\$115	\$885
Delinquent Collection/Legal Fees	\$2,000	\$342	\$1,658
Electric (DTE)	\$1,400	\$535	\$865
Holiday Decorations	\$200	\$433	(\$233)
Insurance	\$1,600		\$1,600
*Lawn Maintenance / Sprinklers	\$5,200	\$5,169	\$31
Landscaping Maintenance	\$4,500		\$4,500
Tree / Shrub replacements	\$1,000		\$1,000
**Fertilizations / Pesticides	\$600	\$558	\$42
Post Office Box Rental	\$75		\$75
Recreation	\$0		\$0
Repairs	\$500		\$500
Road Maintenance (PRRMA)	\$46,000	\$22,322	\$23,678
Snow Removal	\$6,000		\$6,000
***Water and Sewer	\$6,200		\$6,200
Unanticipated Expenses	\$1,000		\$1,000
<b>TOTAL EXPENSES</b>	<b>\$77,275</b>	<b>\$29,475</b>	<b>\$47,800</b>

Credits this month	Amount
2010/2011 Late Dues Lot 75	\$ 1,588.79
Garage Sale Ad Refund	\$ 41.32

Bank Deposits

Bills paid this month	Amount
DTE	\$102.02
PRRMA	\$11,192.50
Garage Sale Advertisement	\$77.35
Auto Owners' Work. Comp.	\$750.00

BANK balance last month	\$91,710.38	Ending balance	\$81,218.62
Outstanding Bills and Credits	Amount	after payment	\$81,218.62

**Pheasant View Homeowners' Association  
2011 Budget**

