

Pheasant View Homeowners' Association

PO Box 871463, Canton, MI 48187

WWW.PHEASANTVIEW.ORG



Jim Hegarty - President
TejKiran Singh (Sunny) - Vice President, Grounds & Maintenance Manager
Kevin Whitaker - Secretary
Mark Waldbauer - Treasurer
Don Watson - Roadway Manager

REGULAR BOARD MEETING MINUTES Monday, October 18, 2021

LOCATION: Each member at home, meeting via “Zoom” video conference, open and available to the membership. Zoom link is posted on the PVHA Facebook Page.

BOARD MEMBERS PRESENT: J. Hegarty, M. Waldbauer, K. Whitaker, T. Singh, D. Watson

BOARD MEMBERS ABSENT: none

GUESTS ALSO PRESENT: J. Waldbauer (Lot #113)

CALL TO ORDER: J. Hegarty called the meeting to order at 7:06 PM

APPROVAL OF THE MINUTES:

- ✓ *J. Hegarty motioned to approve the September 13, 2021 Board of Directors meeting minutes. Second by M. Waldbauer. Ayes all present; the motion carried.*

ANNOUNCEMENTS: None

CITIZEN / HOMEOWNER NON-AGENDA COMMENTS: None

OFFICERS' REPORTS

PRESIDENT'S REPORT:

- Through the efforts of J. Waldbauer and M. Waldbauer the Amended Covenants and Restrictions have been printed and are ready for distribution to the homeowners. The notice of the special membership meeting scheduled for October 28th was also included in the packet. Tracy Danner-Bond, ESQ. from ZDF has confirmed that she will be attending the October 28th meeting.
- The packets will be distributed by D. Heinze and J. Waldbauer on the morning of October 19th to all homeowners. The packets (which have been shrink wrapped) will be placed in the newspaper slots of each homeowner. Ten of the packets will need to be mailed to homeowners that are not currently occupying their homes.
 - ✓ *T. Singh motioned to approve the President's Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

VICE PRESIDENT'S REPORT:

- J. Hegarty and T. Singh have met with the Canton Ordinance Officer in regard to Lot #25 (1844 Crowndale Lane). Canton is currently maintaining the yard and charging the homeowner. If the homeowner has a valid construction permit, the POD that currently resides in the driveway can stay there indefinitely. T. Singh will be investigating when the current permit expires.

- Lot #148 (1200 Crowndale Lane) has one missing and one dead tree. This property is currently for sale. The Board will communicate to the Title company that the homeowner is in violation of the Canton tree ordinance and that the new homeowner will be burdened with the cost of the replacements.
- Lot # 26 (46091 Windridge Lane) also has two trees missing along the curb. T. Singh and J. Hegarty will visit the homeowner to get an update on the status of the replacements.
 - ✓ *J. Hegarty motioned to approve the Vice President's Report. Second by M. Waldbauer. Ayes all board members present; the motion carried.*

SECRETARY'S REPORT:

- K. Whitaker to schedule a Zoom call with the Welcoming Committee Advisory Board (T. Singh, J. Waldbauer, D. Heinze, and K. Whitaker) to discuss next steps. This will be accomplished in the coming weeks.
 - ✓ *D. Watson motioned to approve the Secretary's Report. Second by M. Waldbauer. Ayes all board members present; the motion carried.*

TREASURER'S REPORT:

- The financial obligation we had with ZDF (\$8,000 fee was spread over 12 months) has now been fully satisfied.
- Manually distributing the Amended Covenants and Restrictions packets to the homeowners will result in a significant savings in comparison to the 2021 budget. The original assumption was that all packages would need to be mailed 1st Class mail. Further review of the existing C&R's does not make that a requirement. Depending on the outcome of the October 28 special meeting, any alteration to the document may require reprinting and distribution a second time. ZDF can offer guidance to the Board moving forward.
- Lot # 156 (1424 Crowndale Lane) 2021 Annual Assessment remains unpaid. A lien has been applied and the home remains for sale. ADAC was approached to provide a payoff letter which identifies the amount required to satisfy the obligation and remove the lien.
 - ✓ *J. Hegarty motioned to approve the Treasurer's Report. Second by D. Watson. Ayes all board members present; the motion carried.*

DIRECTOR and COMMITTEE REPORTS

ROADWAY MANAGER'S REPORT:

- The water meters have been removed so the irrigation winterization can now take place. D. Watson to contact Oakley to have that work performed.
- Seasonal Property Management (incumbent snow removal company) has provided a quote holding the same rate charged for the 2020/2021 snow removal season.
- A PRRMA meeting was held on October 11th. Sidewalk repairs are still to take place this fall. No firm date has yet been set.
- D. Watson contacted Terry Lewiston and she declined to quote the tree trimming and weed spraying of the Beck berm trees. Oakley has quoted \$2,800 for the berm work. The 2021 Budget contains \$1,500 for berm maintenance. It was decided that the berm maintenance will be postponed until next spring. This work may be encompassed in the request for quote (RFQ) that will be issued to potential vendors for next year's landscaping business.
 - *M. Waldbauer motioned to approve the selection of Seasonal Property Management, LLC as the vendor supplying snow removal services to Pheasant View for the 2021/2022 snow removal season. Second by J. Hegarty. Ayes all board members present; the motion carried.*

ARCHITECTURAL REVIEW COMMITTEE (ARC):

- Nothing to report.

SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:

- J. Waldbauer found the company (Best Value Copy) to produce the Amended Covenants and Restrictions packets at a significant cost savings versus FedEx Kinkos. We will consider this company for any future mailings.
- The Mail Chimp email statistics indicate that we have a 47% open rate on the PVHA emails sent to homeowners.

OLD BUSINESS:

- Nothing to report.

NEW BUSINESS:

- The Annual Meeting letter is to be issued to homeowners inclusive of the Board member ballot. It was decided to do the annual meeting as a Zoom call.

NEXT MEETING DATE: *Annual Meeting* will be held Monday, November 8, 2021 @ 7:00 PM via a Zoom conference call.

ADJOURNMENT:

✓ *J. Hegarty motioned to adjourn at 8:52 PM. Second by M. Waldbauer. Ayes all present; the motion carried.*

Minutes respectfully submitted,
Kevin Whitaker - Secretary