

Tottenham Annual Homeowners Meeting Minutes – April 2, 2024

Present from the board were: Dennis Hussey, Terri Mulholland, Alexis Gavin, and Sarah Taylor

The meeting was called to order at 7:10 PM

A quorum of homeowners was not reached (14 properties were represented).

Agenda

1. 2023 Financial Summary & 2024 Budget

- The big expense categories in 2023 were the Tree Pruning/Removal (due to storm) and Detention Ponds (clean up activity and re-planting of landscaping around the detention pond on Tall Oak).
- Money for the road fund is in a CD that comes to term in June and can be reinvested to generate additional interest income.
- We did reach out to FEMA to try to get reimbursed for the large outlay due to the storm, but the HOA was not eligible for reimbursement as an entity.
- There is a plan going into this year to turn delinquent property dues over to collections to try to recoup costs of dues that are extremely overdue. There is a process to follow for trying to recoup the multi-year delinquent dues. This is a small number of properties (3-4).
- Homeowners who paid the full \$800 this year (and were on time) will be receiving a \$50 reimbursement to account for the on-time payment discount.
 - o The plan is that the on-time discount will not be continued for next year's dues.

2. Road Replacement Fund Shortfall

- 2023 Estimates to refurbish the road are roughly \$250,000 for replacing the asphalt.
- We are getting quotes to find out what the cost for this year's maintenance will be (the orange paint on the roads is part of that quote process). The maintenance will hopefully extend the life of the road for a few additional years.
 - o This year's repair cost will come out of the operating fund.
 - o The board is also looking for ways to reduce outlays to be able to save more for future repairs (e.g., not paying for Christmas lights, reducing the on-time discount, electronic distribution of communications, etc.).
- We've been told in the past that a road will typically last 25 years, and we are on year 22. An increase of heavy traffic will deteriorate the road faster.
- In 2030, the projected road fund will be around \$220,000. There is still a projected shortfall to address (\$30,000 or more).
- It's the position of Wayne County/Canton Township that we are on our own for road repair/replacement due to the way that we were organized under the Condominium Act.
 - o Homeowner question regarding whether or not the board has reached out to other associations incorporated under the Michigan Condo Act with road management responsibilities are doing to collect funds for major road repairs. The board has not done this, but will need additional volunteer help to research and reach out to other associations.
- The board does not have any reserve estimates for maintenance and repair of the storm drains and retention ponds. We anticipate that this will also require significant funds.

3. Maintenance of the Detention Ponds

- The builder had a maintenance agreement with the township for maintenance of the detention ponds (the responsibility was transferred to the homeowners when we took over the management of our neighborhood) – this needs to be an area of focus going forward.
 - o There is a formal plan that was submitted to the city engineers that the Association is responsible for following to perform maintenance and upkeep activities.
- There is an area by the entrance to White Hart that will need to be cleared to maintain the drainage system in that area of the neighborhood.
- The good news is that the ponds worked the way they were supposed to during the excessive rain that we received in 2023. We just need to make sure we invest in keeping them working.
- We will conduct the minimal maintenance on the detention ponds this year to keep them in working order and good repair, but the majority of the 2024 investment will be focused on the roads, crass cutting and snow plowing for the short term.

4. Homeowner Participation vs an HOA Management Company

- 2024 Candidates and 2024 Election
 - o Elections will be this month via a ballot mailed to homeowners (since a quorum wasn't reached at the meeting). We are looking for 3 or more directors. The new directors will fill the positions of Vice President, Secretary and Communications Director.
- We welcome more involvement from homeowners who may have capacity to take on researching alternatives or contributing to upcoming projects.
 - o There are plenty of opportunities to volunteer in a number of different areas – the board is always willing to have people involved.
- At the bare minimum, we need to have the number of board members required by law. If we can't maintain the minimum number of board members/directors, we will likely need to look into hiring an HOA management company.
 - o This will be a topic of conversation and consideration over the course of the next year.
 - o We have not yet solicited estimates from multiple management companies to understand what the cost per homeowner would be under this model, but it's likely the dues would increase substantially.
- Getting the word out on important issues continues to be a challenge. The board is open to creative ideas for communication methods.

5. 2024 Board Projects

- **Contractor Review:** The board has been working to get multiple quotes from different vendors for some of the maintenance and repair work that needs to happen (e.g., landscaping, detention ponds, lawn mowing, asphalt repair, etc.).
- **By-law and Articles of Incorporation Review and Update:** In 2023, the board had an assessment done of our documents and there is a need to revise and update our documents to be current to comply with changes required by the State) and written for the homeowners (not the builder). There will be legal fees associated with this project.
- **Sidewalk Maintenance and Repair:** The board is responsible for the sidewalks in the common areas (there are some that Canton Twp is responsible for) – homeowners are responsible for maintaining the sidewalks on their property. Cracked and unlevel flags of concrete will be addressed.

- **Road Repair:** The process is underway to get quotes for repairing visible damage to roads (potholes, cracks, etc.).
 - **Detention Pond Maintenance:** There are some places on the walls that are either broken or being pushed in and those areas need to be repaired. The growth in the ponds also needs to be removed and kept under control.
6. Other Items from Homeowners
- Has the board considered raising the dues beyond just the reduction of the on-time fee?
 - o The economics of the budget don't work any longer, we are operating at a shortfall in the budget year-over-year.
 - o It's the Board's right to raise dues without a vote from the homeowners. The real question is what the increase in dues will be next year.
 - o Based on the discussion of the homeowners at the annual meeting, there's a proposal to increase the rates an additional \$500/year starting with the 2025 dues.

Meeting was adjourned at 8:42 PM.