

**FRANKLIN KNOLLS HOMEOWNER'S ASSOCIATION, INC.**

Minutes of the Annual Membership Meeting

Date: Thursday, November 19, 2020

Place: Via Zoom

Attendance:

See attached resident check in document.

Board Members:

Milt Levine	President
Brent Slater	Vice President
Scott Wood	Treasurer
Sandy Ashcroft	Secretary
Mark Giles	Member at Large
Carol Lundberg	Member at Large

**Item I. Call meeting to order.**

The listed Board members were present at 7:00 PM, in accordance with the original Notice of Meeting distributed by regular mail as per our bylaws. Having reached the minimum quorum of 22 members (households) in attendance the meeting was called to order at 7:05 PM. In addition, 12 proxy votes were presented. The meeting proceeded with introductions of the FKHOA board members.

**Item II Approval of the minutes of the November 13, 2019 Annual Meeting.**

The minutes of this meeting were made available to every household on the FKHOA website last spring. S. Ashcroft Lot 128 asked for comments or corrections to the minutes as shared. There being no comments M. Levine Lot 111 called for a motion of approval. J. Hewett, lot 104, made a motion to approve and M. VanDyke, lot 055, seconded the motion that the minutes be accepted as presented. Put to the vote the minutes were approved with no objections and duly signed.

**Item III. Treasurer's Report:**

Recap Scott Wood, Treasurer, Lot 127, presented the annual report consisting of the Balance Sheet as of September 30, 2020, followed by the Statement of Revenues, Expenses and Net Assets for the year ended September 30, 2020. S. Wood shared that our net assets total \$135,849 (\$100,744 in cash, \$7,704 in accounts receivable and \$27,401 in permanent assets). S. Wood reviewed the Statement of Revenues, Expenses and Net Assets next. The total revenues = \$60,736 and the total operating expenses for the year ending September 30, 2020 were = \$82,603. Therefore, we were (\$21,867) expenses over revenue. Refer to reports for details. S. Wood explained that there were additional expenses this year for the Pump House.

M. Levine Lot 111 made a motion to accept report as presented. M. Ellsworth Lot 149 seconded the motion. Put to the vote, the motion to accept reports as presented were approved with no objections.

## **Item IV. Old Business**

### **A. Landscaping:** S. Ashcroft, Lot 128, reported the following.

1. This February a vehicle spun out on ice crashing into the sign & landscaping at the corner of Briarcrest Knoll & 14 Mile. The driver's insurance company paid for repairs at no cost to HOA.
2. In the Fall of 2019 new hydrangeas & other plants were added to our entrances. With the dry summer we had, several of the plants did not survive. These were replaced by our landscape company at no charge. Thank you to the homeowners near these areas for watering the new plants during dry periods. Once established these hardy plants should hold their own
3. One of the suggestions from the 2019 HOA annual meeting was to split some of our existing plants. This will increase the beauty at our entrances and help manage costs.
4. Rocks were added at the Middlebelt & Gilcrest entrance. The board was dissatisfied with the initial work. At our direction, the landscape company reworked the entrance so that the look was more symmetrical
5. We took names for landscaping volunteers at the 2019 HOA annual meeting to work on entrances and common areas. 2020 was not a good year to gather like this. We are looking for additional volunteers and will be calling in the spring of 2021 to try this great idea again.

### **B. Water System Update:** S. Wood, Lot 127, shared that all the required water tests have been done. The water quality report is emailed to residents and is also available online. Results indicate the water is of high quality.

1. New fire hydrant and isolation valve on Shrewsberry. This was billed in FY20.
2. New water tank air compressor and electrical starter.
3. Water line replaced in pumphouse. This is output from the tank.
  - a. A leak was found during system check and repaired. This is an example of why we need regular checking.
4. Water storage tank inspection & cleaning were done. This inspection is done every 3 years, so we're all set.
5. Chlorination ports installed and pump to waste line improvement was done. This is required by EGLE, state agency that regulates all water systems.
6. Pumphouse water system was painted by Scott Wood at a savings of ~\$3,000 to HOA.
7. J. Hewett Lot 104 commented that he sees Scott at pumphouse regularly and said, "Thank you."

### **C. Sprinkler Systems:** S. Wood, Lot 127, reported that there have been inquiries regarding ability to add in ground sprinklers. A letter from 2002 was found stating that there was not enough capacity. Briarcliff subdivision which has a very similar water system to ours also does not allow sprinkler systems due to capacity issues. Our current EGLE representative has similar concerns and suggested an engineering study if we wanted to proceed. Board decided not to spend money on an engineering study. This decision was shared via Blog on 8/7/20. With no objections this topic is closed.

- D. **Community Events:** M. Levine, Lot 111, reported that in an effort to keep our residents safe amidst COVID19 no events were planned. Signs thanking essential workers were purchased & placed at each of our entrances.

### **Item V. New Business**

- A. **Annual Budget 2020-2021:** S. Wood, Treasurer, Lot 127, reviewed the Fiscal Year (FY)20 Budget with the FY20 Actual Results, along with the FY21 Budget (proposed). We budgeted \$116,250.00 for FY20 and our actual total expenses were \$82,502.34. We budgeted \$81,120.00 for FY21, which is more in line with FY20 actual costs. Our net income is (\$17,620.00)
1. Line Item 002 Misc., Repair & Maintenance includes ~\$3,000 in reserves.
  2. Line item 004 Pump House includes replacement of 3 fire hydrants at a cost of ~\$21,000. It also leaves ~\$9,000 in reserves.
  3. M. Williams, Lot 63, posed the following questions:
    - a. How Long can we maintain cash reserves?
    - b. What can we do to bring income vs. expenses more in line?
      - i. We increased dues last year.
      - ii. B. Slater Lot 094 stated that it is our desire not to raise dues again. A fair amount of money was put into the pump house, generator & other expenses this past year.
    - c. Do we have a 3-5-year projection?
      - i. S. Wood Lot 127 stated that it is difficult to predict future expenses based on previous expenses. Our bigger expenses are repairs as they develop.
      - ii. Suggested that we do a 2-3-year projection.
  4. K. Snell Lot 091 asked if fire hydrants were on HOA or shared with Farmington Hills?
    - a. S. Wood Lot 127 stated that they are owned by the HOA. Replaced hydrants were original & cost was on HOA.
- M. Levine Lot 111 made a motion that the proposed Annual Budget be accepted. Motion was seconded by R. Wagner Lot 054. Put to the vote, the motion to accept proposed Annual Budget was approved with no objections.
- B. **Water System Operator:** B. Slater, Lot 094, reported that our current operator Geoff Todd from Aquatest is reducing his workload and will no longer be our operator as of 1/1/21.
1. We looked at replacement candidates and decided to go with Brian Powell from Douglas Environmental Service Inc.
    - a. There will be an increase in monthly cost of \$105.
    - b. Brian is willing to work with Scott just as Geoff did to keep costs down.
    - c. Brian is physically closer than the other company we met with.
  2. M. Williams Lot 063 asked if this was already in the budget? S. Wood Lot 127 stated that it is.

C. **Water Flushing.** B. Slater, Lot 094 said these are done three times a year to clear out minerals in the lines. He suggested that homes be flushed annually to clear out minerals. Please encourage your neighbors to do as well.

1. Dig ups are expensive.
2. Residents should check their flow rate annually.
3. There are 2 companies on our website performing this service.
  - a. If there are others please let Board know so they can be added to website.

D. **Slate of officers for 2020-2021 Board of Directors**

President:	Milt Levine
Vice President:	Brent Slater
Secretary:	Sandy Ashcroft
Treasurer:	Scott Wood
Member at Large	Mark Giles

E. **Nominations from the floor:**

Drew Espenshade,	Lot 121,	volunteered to be a Member at Large.
Jerry Gaspas,	Lot 070,	volunteered to be a Member at Large.
Deborah Lodish,	Lot 141,	volunteered to be a Member at Large.
Lisa Callahan,	Lot 021,	volunteered to be a Member at Large.
<i>Mary Williams,</i>	<i>Lot 063,</i>	<i>volunteered to be an alternate Member at Large.</i>

We need new Members at Large to sign a “Willingness to Serve” form.

F. **Vote for Officers** M. Levine, Lot 111, made a motion to accept the slate of officers as presented. M. VanDyke, Lot 055, seconded the motion. Put to the vote, the motion to accept slate of officers as presented was approved with no objections.

G. **Adjournment:** M. VanDyke, Lot 055, made a motion to adjourn the meeting. Motion was seconded by S. Cotton, Lot 115. Put to the vote, the motion to adjourn was approved with no objections. Meeting was adjourned at 7:57 PM.