

**Minutes of the Annual Meeting of the  
Deer Creek Homeowners Association of Livonia  
April 9, 2019  
Reviewed by the Board of Directors on May 29, 2019  
DRAFT until approved at the 2020 Annual Meeting**

President Behrendsen convened the meeting at 7:36 p.m. in meeting rooms B and C  
of the Livonia Civic Center Library, with 15 homeowners in attendance.

**Board Members Present:** Denny Behrendsen (President), Bob Moore (Vice President), Terry Millis (Treasurer), Diane Tsaprazis (Secretary), Walt Gerstner (Trustee), and Marsha McLean (Trustee). All Board members were present. We have open positions for another Trustee and a Welcome Committee Chair.

**Introduction of New Neighbors:** There were no new neighbors present.

**Minutes of last Annual Meeting held April 26, 2018:** Minutes were distributed as residents entered the room. A motion was made to approve the minutes and seconded. Finding no discussion, the minutes were approved by acclamation.

**2018 Accomplishments:** President Behrendsen read our list from the Agenda:

- a. Completely re-landscaped Bicentennial walkway entrance
- b. Installed LED sign lighting at Gill & Bretton
- c. Repaired and repainted the 2 signs at 8 Mile & Ellen
- d. Repaired irrigation systems: 1 new valve, & re-ordered 1 setup
- e. Sprayed trees on islands, plus 2 crab trees at Gill & Bretton
- f. Improved our Holiday decorations with new deer and ornamental bulbs
- g. Continued on-going maintenance: interior island mowing & maintenance by outside companies; Board members repaired island sprinklers, timers, and entrance lighting; planted spring, summer & fall flowers; contacted homeowners with poor maintenance

Discussion: A homeowner questioned the deteriorating appearance of the interior island at Pembroke & Wayne. Walt Gerstner said we will follow up to make sure the irrigation system is working properly.

**2018 Treasurer's Report:** Terry Millis presented the budget, actual and variance figures. Our beginning balance was \$6,662.06. Dues of \$16,725 from 168 homes were \$225 over the \$16,500 budgeted. Donations from 9 homes of \$635 resulted in total Income of \$24,022.06, \$860 over budget. Operating expenses of \$14,495.91 were \$930.91 over our estimate, primarily due to additional flowers and clean up at the 8 Mile entrance, with the Irrigation category a bit over due to extra repairs and the Tree Spraying line item slightly over due to additional spraying to save the crab trees at the Gill Rd. entrance. Project expenses totaled \$5,377.81, \$2,377.81 under budget. We did not re-landscape the Gill entrance which saved us \$2,000; this project will be moved to 2019. The Bicentennial entrance was completely re-landscaped, thanks to the direction of Marsha McLean working with Saxton's Landscaping. She explained that the adjacent neighbors are very thankful to be able to see better now when backing out of their driveways. We completed the Gill Rd. LED lighting upgrade under-budget, did not use the contingency for repairs following the 2016 8 Mile Road paving work, and did not use all the funds allocated for our website. The two 8 Mile entrance signs were repaired and repainted for \$2,331 as compared to the \$2,000 budgeted due to a necessary color correction. Thus, our ending balance was \$4,148.34. A motion was made to accept the report, and seconded. A homeowner questioned the Donations; Denny Behrendsen explained that they are above the requested \$100 dues. President Behrendsen called for a vote and the report was approved by acclamation.

**2019 Explanation of Proposed Projects:**

- a. Repair and repaint the 2 signs at Gill and Bretton. Bob Moore explained that the signs are currently at the painter. One sign there was vandalized a few years ago and needs more repairs. The signs are made of a manufactured material, carved in relief and painted.
- b. Re-landscape the 2 entrance areas at Gill and Bretton. Marsha McLean explained our goals. We need a contractor to reset the low retaining walls. We do not have an irrigation system there; we will ask the adjacent homeowners to help water. We need a matching small tree on the south side.
- c. Build an all-new website. New domain name: [www.deercreeklivonia.com](http://www.deercreeklivonia.com). Diane Tsaprazis explained that we lost our prior site and are working with an outside web designer.
- d. Repair & upgrade electrical work at 8 Mile. The present lighting goes out when it rains, especially during the holiday season. Bob Moore has been re-setting it, but we need an electrician to fix it.
- e. Apply for City of Livonia \$500 Beautification Grant. Denny Behrendsen submitted a formal request for our sign work at Gill Rd. We received a similar grant in 2017 for the 8 Mile re-landscaping.

**2019 Budget:** Terry Millis explained that with the opening balance of \$4,148, we are planning on dues of \$17,000 from 170 homes, giving us \$21,148 in available funds. Operating expenses are expected to total \$13,425 with decreases in lighting costs due to the more efficient LED signs, reduced tree spraying because some are on an every-other-year plan, and lower holiday decorations because of the new items bought in 2018. Entrance and interior maintenance is forecast to rise in line with actuals last year. Project costs for the items explained above are budgeted at \$7,600, resulting in an expected year end balance of \$123. We do not budget for donations although some homeowners have been generous regularly. A motion was made to accept the report and seconded. In response to a question, Denny Behrendsen explained that we do not know the amount or number of grants available from the City. We know that last year, the deadline was moved up and not all the funds were used. We submit before and after pictures. A homeowner asked about our dues paying trend. Denny Behrendsen said 2 of our 4 new homeowners paid for 2019 and we've also noticed some who have paid that have not paid in the past. A homeowner asked about the Neighborhood Watch signs that have been removed. Denny Behrendsen said we believe this was done by the City. We encourage homeowners to keep an eye out for their neighbors and to report suspicious activity to the Police, who have been quite responsive. President Behrendsen called for a vote and the budget was approved by acclamation.

**2020 and 2021 Forecasts:** These non-binding figures are included in our financial report to show our directional thinking.

#### **New Business:**

Island Maintenance question answered by Walt Gerstner. Metro Grounds mows weekly, installs mulch in the spring, trims trees & shrubs, weeds, edges, cleans up leaves in November, and does 4 fertilizer applications. Sprinkler timers are set for 3 to 4 am when pressure is the highest.

Volunteers are greatly needed. Our Neighborhood Garage Sale needs a new Chair and helpers. Thank you to Pauline Kehoe for managing the sale for many years. We need a new Welcome Committee Chair. We were not able to welcome the 4 new families in 2018. We also need a new Trustee. Help with flowers, cleanup, and holiday decorations is always appreciated.

Roads: Denny Behrendsen presented a map from the City showing the 2018 PASER ratings throughout the City. Unfortunately, nothing is planned for us in 2019. On a scale of 1 to 10, both our entrances are 4's, with lower numbers getting repairs. Ellen Rd. is a 5, considered a fair rating. Sections of Ellen were repaired about eight years ago. Pitted sections of Pembroke were replaced in the past, but more pitted sections are apparent now. Homeowners commented on the poor cracked appearance and sunken concrete. Denny Behrendsen said the City knows us and our concerns; we want repairs done with concrete, not asphalt.

Water Pressure: The City and Golf Ridge are close to an easement settlement to complete the circuit. Depending on the direction, we are not sure if this project will improve our supply. A homeowner recommended a pressure regulating valve to bring 90 to 110 psi down to a better 60 psi in the winter. A homeowner asked about home booster pumps used in the summer to increase irrigation; these devices can reduce pressure for neighbors.

Torn up Lawn question answered by Denny Behrendsen. The City would do this to repair a water leak, although the City lines are copper planted deeply so usually, they are not a problem. More likely, the homeowner had a collapsed sump pump discharge pipe.

Recycling: The City changed their program and no longer accepts plastic bags because the sorting plants cannot handle them and there are difficulties finding a source wanting the recycled material. The City is holding a Hazardous and Electronic Waste disposal collection April 26<sup>th</sup> and 27<sup>th</sup>.

Street Parking: A homeowner suggested we advise in our Annual Letter that residents not park in the street whenever possible. Our streets are not wide enough for two cars to pass if cars are parked on both sides, and cars can block views for pedestrians.

Sidewalk Repairs: Denny Behrendsen explained that our sidewalks are on the right-of-way, but residents are responsible for them. Sometimes the City will bring in a contractor, but it has not happened recently.

Trees: The City Forestry Dept. takes care of the trees between the sidewalk and street by planting and trimming them. A homeowner explained that one of their trees was ruined by the City when they cut off a main branch. Marsha McLean explained that generally the best time to prune trees is in the late fall or winter when the sap goes down.

Items for Donation: A homeowner has Parks door wall mullions available. Denny Behrendsen recommended taking them to the Habitat Re-Store.

Thank you: A homeowner thanked the Board for all their work. The Board thanked Mike Thiry for accepting the dues forms & payments, and updating our homeowner spreadsheet.

**Adjournment:** By acclamation, Pres. Behrendsen adjourned the meeting at 8:52 p.m.

Minutes prepared by Diane Tsaprazis