

**Minutes of the Deer Creek Homeowners Association of Livonia  
Board of Directors  
Held at Diane Tsaprazis's house  
March 4, 2020**

**Approved Sept. 15, 2020**

**Present:** Denny Behrendsen, Bob Moore, Terry Millis and Diane Tsaprazis (4).

**Minutes:** The minutes of 1-22-2020 were approved with 1 change.

**Treasurer's Report:** Terry distributed reports:

- 2019 Year End income statement and checkbook spreadsheet. We began the year with \$4,148. We collected dues from 174 households totaling \$17,325 (2 homes paid less than the \$100 requested) and donations of \$595 from 10 homeowners. We also received a \$500 grant from the City of Livonia for our refreshed signs at Gill Road. Thus, our total income was \$22,568. Our operating expenses equaled \$13,105 vs \$13,425 budgeted. We came out ahead on our water bills due to a wet summer with bills of \$1,450 as compared to the \$2,000 budgeted. Entrance & interior island maintenance went a bit over our \$8,800 budget, coming in at \$9,018; this figure includes \$600 to remove 2 dead trees & stumps on the west side of our 8 Mile entrance. We owe \$477 to Saxton's for clean up (cutting down the daylilies and removing dead plants) at the 8 Mile island done late in 2019, which will be a 2020 expense when it is paid. We decided to move \$266 to operating expenses for work done by an electrician to replace a fixture at 8 Mile. Projects added up to only \$3,420 vs our budget of \$7,600 because we did not do the Gill Road refresh due to bad weather and a shortage of labor. We did complete the \$2,000 Gill Road sign repainting and spent \$1,420 to recreate our website. Thus, we ended the year with \$6,044 instead of the \$123 budgeted. The report was accepted.
- 2020 Budget: Terry met with Bob, Walt and Marsha to prepare the draft. We forecast dues of \$17,400 from 174 homes, the same number we received in 2019. We do not include donations in our budget, although we do hope to receive some. Likewise, we have not included a grant; we would have to submit a plan to the City in May and we may be less likely to receive funds because we were awarded money last year. Operating expenses are budgeted at \$16,165 due to increases in Entrance & Interior Island Maintenance (to include the \$477 noted above); Irrigation expenses of \$1,310 for annual backflow testing, winterization, and replacement of several older sprinkler heads; Tree spraying of \$1,430 (\$990 we spend every other year for select trees and \$440 for 3 leaf disease & 1 deep root fertilizer treatments); funds for a new printer; replacement lights for our holiday deer; and funds for entrance light maintenance. Our Project costs are estimated at \$6,700 which includes Gill Entrance plantings & weed barrier fabric & mulch or stone; a small amount to clean up the Bicentennial entrance; 8 Mile sign area barrier fabric & stone to replace the mulch which we hope will eliminate the chronic weeds; money to repair the recurring GFI outage

at 8 Mile; a small amount for website consulting & fees; and an amount for Tree removal and replacement. We plan to replace a tree removed last year and tackle a large tree that is dying on an interior island. The need for tree removal & replacement will bump the brick paver part of the Gill Road entrance refurbishment into 2021. Denny recommended Hilltop Co. for tree removal. We agreed that we need a firm quote from Saxton's for the Gill Road entrance work. We also recommended getting a couple quotes for the 8 Mile sign mulch replacement project. Our budgeted year end balance would be \$579. We accepted the report and agreed to revise it based on any firm quotes obtained prior to our annual meeting.

- 2021 & 2022 Directional Plan: Similar figures are expected. We may realize some savings in irrigation repairs if most of the work is done in 2020, and the \$990 for 3 tree sprays is spent every other year. A dedicated printer should reduce our printer costs. We plan to have the Gill Road pavers properly reset in 2021. We forecast that we will have to remove and replace entrance and island trees on a regular yearly basis.

**Garage Sale:** We need a new Chairperson. It should be noted that the garage sale income & expenses are maintained outside our regular statements because amounts are largely determined by an unknown number of participants. We have a \$200 surplus accumulated from past events.

**Annual Meeting:** We booked the Civic Center Library meeting rooms for Thursday, April 30, 2020. We will begin at 7 pm in order to have about 30 minutes at the beginning for City Council Vice President Scott Bahr to speak. We discussed the possibility of mailing reminder postcards to residents.

**Annual Letter:** Diane distributed a draft and a few changes were made. Diane will send the Excel spreadsheet of homeowners to Terry so that she can prepare mailing labels. Address labels will say "or Current Resident" in case we have any very new homeowners.

**Printer:** We discussed buying a printer so that we can print color copies at a lower cost. We need to consider the number of copies we will need, availability of ink, and the ability to print postcards. Diane will research a couple retailers and call Denny to make a decision.

**Website:** Denny said questions submitted through the site go to his gmail account. He received 3 inquiries recently.

**Next Meeting:** Wednesday, April 22<sup>nd</sup> at 7 pm at Diane's house.

Minutes prepared by Diane Tsaprazis. No attachments