

PFHOA Annual Meeting

April 14, 2019



Agenda

- ❑ Welcome and Introductions
- ❑ PFG&CC Update
- ❑ 2018 Highlights
- ❑ Plans for 2019
- ❑ Voting
- ❑ Questions



Polo Fields

HOMEOWNERS ASSOCIATION
ANN ARBOR



Introductions

- President: Jim Westerhof – Phase B
- Vice President: Sierra Imwalle – Phase E
- Secretary: Hari Nathan – Phase D
- Treasurer: Marge Guyor – Phase A
- Gallery Representative: Margaret Scheiber – Phase C
- ARC Lead: Ben Bushkuhl
- HOA Advisor: John Dunlap
- HOA Manager: Luci Fry

2018 Highlights: Contracts



- Awarded 3-year summer and winter maintenance contracts to Great Outdoors
 - Summer maintenance contract will include 3 flower installment, playground grade mulch application, rubbish pick up at park, fence repairs, and entrance light maintenance.
 - Winter maintenance will include salting intersections and major curves and plowing at > 1 inch.

2018 Highlights: Speed Calming

□ Police Patrols

- Patrols were scheduled for September and October.
- 26 stops in total, 3 stops were for speeding, citations issued were for impeding traffic and disobeying the stop signs.



□ Walkability Survey

- Mailed out to Phase A homeowners to assess walkability in the neighborhood.

2018 Highlights: Speed Calming

- Average homeowner score was a 3 – Okay, but needs work (scale of 1-5.)
- Discussed options with WCRC
 - Installation of radar speed limit signs was discussed.
 - Procedures for installing signage were reviewed.
 - HOA appealed the Speed Hump Plan for Glenmoore. Appeal was denied.
- Sent letter to state representative, Donna Lasinski, to inform her of the safety issue.

2018 Highlights: ARC Activities

□ ARC Approval Process was Updated

- Changes to the exterior of your home, such as a change to your current landscape plan or the painting of your home require approval.
- Approval form can be found on HOA website, under the ARC tab. Forms can be mailed to architecture@p homeowners.com.
- Pre-approved list of paint colors located on HOA website

□ Mailbox Audits were Conducted

- Non-compliance notices were sent out.

2018 Highlights: Improvements

- Entrance medians at Zeeb Rd were updated
 - Grass was removed and mulch added to this area.
- New Birkmore Park maintenance plan was implemented.
- HOA website updated
 - ARC tab added to include the request for approval process.
 - Added functionality to allow homeowners to update contact information.



2019 Plans: ARC Activities

□ Property Maintenance Standards Review

- Periodic painting of the house/trim/doors as required
- Any weeds that can spread to neighboring lawns (i.e. dandelions) shall be removed
- Lawns should consist of green grass with minimal weeds
- Gardens, walkways and landscaped areas are free of weeds or any other invasive plants

□ Property Maintenance Audits

- Property maintenance audits will be conducted monthly
- Violation notices will be sent
- Fines will be assessed for continued non-compliance
 - Fine schedule will be updated to reflect the cost of filing a lien and the cost of postage
- Unpaid fines will result in liens



□ Monthly Mailbox Audits

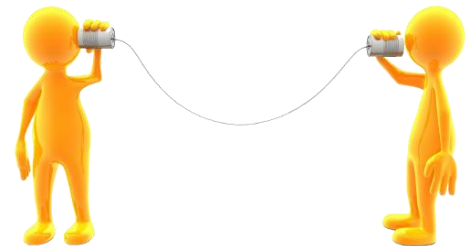
2019 Plans: Speed Calming

- Speed Calming Plan for Glenmoore
 - HOA will purchase movable signs to remind homeowners to slow down.
 - HOA will continue to research and discuss methods for reducing speeding in the neighborhood.



2019 Plans: Improvements

- ❑ A crosswalk will be installed on Glenmoore between the PFG&CC and the playground area.
- ❑ Communication policy
 - HOA is transitioning to a paperless communication system.
 - All homeowner will be required to provide at least one email address.
 - Invoices, violation notices, HOA communication will be electronic beginning 2020.





2019 Plans: Dornoch Pond

□ Dornoch Pond Improvement Plan

- Landscape improvements
 - Native plantings have been ordered and will be planted this summer and early this fall
 - As the plantings grow in, a natural barrier will form deterring geese from the area
- Goose Removal Plan will be implemented (this is a multi year program in conjunction with the Gallery and the Polo Fields Golf & Country Club.)
 - Nest Removal Program
 - Goose Round up Program



2019 Plans: Calendar of Events

- ❑ Calendar of events was mailed with invoices.
- ❑ Updated calendar will be posted on website.
- ❑ Property maintenance and mailbox audits dates are included.
- ❑ Community planting day at Dornoch Pond
- ❑ Social event
- ❑ HOA Meetings

2019 Plans: Tennis Courts

- Tennis courts are currently owned by the Fairway Commons.
 - Ownership of the tennis courts will be transferred to general PFHOA.
 - Transfer allows courts to be maintained by the general PFHOA.



2019 Plan: Tennis Courts

- Tennis court agreement between the PFHOA and the PFG&CC grants PFG&CC members access to the courts in return for the following:
 - Allowing the association to use the ballroom for their annual meeting free of a rental charge,
 - Filling up the water coolers at the tennis court and playground during weeks that tennis lessons are offered,
 - Providing electricity to the Zeeb Rd. and Liberty Rd. entrances,.
 - Removing/ replacing the tennis nets at the beginning and end of the season,
 - Storing the tennis nets during the winter season,
 - Filling up water coolers for the summer season,
 - Trimming the cattails near the road on Glenmoore Drive, and
 - Requesting permission for any special events the PFGCC would like to hold at the HOA tennis courts.

2019 Plans: Financial Review

	2018 Budget	2018 Actual	2019 Budget	2020 Budget	2021 Budget	2022 Budget
REVENUE						
Annual Dues @279 Parcels	\$132,525.00	\$135,905.02	\$132,525.00	\$132,525.00	\$132,525.00	\$132,525.00
Gallery Dues @ 48 homes * 25% PFHO dues	\$5,700.00	\$5,700.00	\$5,700.00	\$5,700.00	\$5,700.00	\$5,700.00
Homeowner Dues, Late Fees and Fines (line item	\$0.00	\$39.95	\$0.00	\$0.00	\$0.00	\$0.00
Interest from Bank	\$40.00		\$40.00	\$40.00	\$40.00	\$40.00
Miscellaneous Income	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Total Revenue	\$138,265.00	\$141,644.97	\$138,265.00	\$138,265.00	\$138,265.00	\$138,265.00
OPERATING EXPENSES						
Advertising and Signage	\$2,000.00	\$558.55	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Bad Debt Expense	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Bank Service Charge	\$50.00	\$0.00	\$50.00	\$50.00	\$50.00	\$50.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Filing Fees/Licensing/Permits	\$100.00	\$20.00	\$100.00	\$100.00	\$100.00	\$100.00
Insurance	\$6,350.00	\$6,138.44	\$6,508.75	\$6,671.47	\$6,838.26	\$7,009.21
Maintenance - Summer	\$27,930.00	\$31,886.67	\$25,000.00	\$25,000.00	\$26,250.00	\$27,562.50
Maintenance Winter	\$35,000.00	\$47,522.30	\$35,000.00	\$35,000.00	\$36,750.00	\$38,587.50
Maintenance - Common Area	\$25,000.00	\$9,308.75	\$25,000.00	\$25,000.00	\$26,250.00	\$27,562.50
Common Area - Capital Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Management & Accounting/Payroll & Legal Fees	\$25,000.00	\$22,751.10	\$25,000.00	\$25,000.00	\$25,625.00	\$26,265.63
Meeting Expenses	\$800.00	\$248.92	\$800.00	\$800.00	\$800.00	\$800.00
Miscellaneous	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Speed Calming expense	\$0.00	\$2,629.00	\$500.00			
Office Supplies	\$1,000.00	\$705.78	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Postage	\$400.00	\$936.28	\$400.00	\$400.00	\$400.00	\$400.00
Social Activities (Homeowner Relations)	\$5,000.00	\$7,001.54	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Website	\$500.00	\$488.81	\$500.00	\$500.00	\$500.00	\$500.00
Crosswalk Installation			\$12,000.00			
Goose Removal Program			\$2,000.00	\$2,000.00		
Costs to maintain basketball court			\$200.00			
Costs to maintain tennis courts			\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00
Costs to maintain soccer nets			\$200.00	\$500.00		\$500.00
Costs to maintain teather ball			\$50.00	\$50.00	\$50.00	\$50.00
Cost for water at entrances			\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Cost to maintain court islands			\$3,000.00			
Costs to maintain entrances			\$1,000.00	\$500.00	\$500.00	\$500.00
Speed Calming expense			\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Total Expenses	\$139,130.00	\$130,196.14	\$161,108.75	\$146,371.47	\$147,913.26	\$154,687.34
OPERATING SURPLUS / DEFICIT	(\$865.00)	\$11,448.83	(\$22,843.75)	(\$8,106.47)	(\$9,648.26)	(\$16,422.34)
Savings Beginning Balance	\$52,362.00	\$52,362.00	\$47,977.26	\$75,028.37	\$15,485.25	\$50,499.57
Uncollectables at FYE	\$19,324.01	\$19,324.01				
Estimated Capital Expenditures	\$0.00	\$0.00	\$0.00		\$0.00	
Estimated Savings Balance FYE	\$70,821.01	\$83,134.84	\$25,133.51	\$66,921.90	\$5,837.00	\$34,077.23
25% Contingency Dollars for Emergency Spending (total revenue * 25%)	\$34,566.25	\$34,566.25	\$34,566.25	\$34,566.25	\$34,566.25	\$34,566.25
Surplus \$\$	\$36,254.76	\$48,568.59	(\$9,432.74)	\$32,355.65	(\$28,729.25)	(\$489.02)



Voting: Phase Representatives

- Vote to approve proposal allowing a homeowner from any phase to serve as a phase representative in the event that a phase representative position remains unfilled.

- Phase Representative Elections
 - Phase A: Marc Rubin
 - Phase B: Jim Westerhof
 - Phase D: _____

Questions or Comments



Thank you for attending the 2019 Annual
Meeting!