

STONEWATER HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING

July 11, 2022
Zoom Webinar Meeting
6:30 PM

1. CALL TO ORDER: 6:33pm – 6:34pm

President Khatiwala called the meeting to order at 6:33 p.m. via Zoom. Present were Directors Gray, Westermann, Aniakudo and Roy. Residents attending: Mark & Etsuko Freundl, Kristie Crawford, Chris Petersen, JoAnne and Jim Evangelista, and Rob Canzano.

2. COMMUNITY FORUM: 6:34pm – 7:11pm

Home owner	Topic's	BoD Direction
Mark & Etsuko Freundl	Landscaping at entrance on Overlook Trail Road tends to get ignored (e.g. weeds), and there are no urns with flowers like at other entrances. The cul-de-sac island mulch hasn't been refreshed in over 3 years. Additionally entrance off of 7 mile isn't being weeded. Asked for Management Company to visit street and look at issues and resolve with landscaping maintenance company. There are weeds and new tree saplings all along the Trailside West Park tree line.	<ul style="list-style-type: none"> • Now that the irrigation system repairs have been completed, Great Oaks will be planting additional flowering perennials at entrances by mid-July . • Board reinforces that Joe Hayes make sure this area is on his weekly check list to review to ensure the expected maintenance is being maintained as defined by contract with Great Oaks.
Kristi Crawford	<ul style="list-style-type: none"> • Stonewater website is requiring password to access documents such meeting minutes • Would like more advance notice of meetings • Questioned the Boards' ability to have oversight of the management company and why certain projects aren't being resolved. How is the board holding the management company accountable? • Many projects aren't getting done, why? For example, trimming trees over pedestrian paths, sidewalk in Waterway Park. 	<ul style="list-style-type: none"> • Will look at putting meeting minutes on Townsquare in addition to Stonewatersub.org website. • Board is working with website vendor about modifications/enhancements to improve the user interface
Rob Canzano	<ul style="list-style-type: none"> • Questioning why no annual ground flowers were planted in the beds. <p>Concerned that no sub in Northville has planted flowering perennials</p> <ul style="list-style-type: none"> • Four season BLVD island has dead rose bushes • Irrigation system does not appear to be working in several Common Areas. • Concerned about the construction materials being staged in the street in front of President Khatiwala's home for his pool construction. Mr. Canzano asked if President Khatiwala had a road permit and if the storage of pool construction materials on the street for President Khatiwala pool was in violation of CC&R's 	<ul style="list-style-type: none"> • Now that the irrigation system repairs have been completed the remaining flower beds will be planted with flowering perennials later this week. . Found that annual flowers planted by entrance sign walls were not visible by mid-summer. Our landscaping company agreed that it was a good idea to plant flowering perennials in the remaining flower beds.. The Urns are now the focal point. • We tried to transplant the rose bushes which didn't take and those that didn't take will be replaced by mid-summer • All areas of concern with grass yellowing are being taken care of by irrigation company and should start to improve • Roads in Stonewater are public roads. President Khatiwala reported that someone

		<p>called the Northville Township Police and ordinance officer. The Northville township police and the Ordinance Officer, Bill Barent, reviewed the building materials and told him that there was no violation as long as one lane of traffic was open and that the material is marked with an orange cone.</p> <ul style="list-style-type: none"> • President Khatiwala replied to Mr. Canzano that a road permit is not required in the Township of Northville. • President Khatiwala told Mr. Canzano that the community forum is not the appropriate forum to discuss the which permits are required for a pool project that was approved by Stonewater HOA ACC committee, EGLE and the Northville Township Building Dept. • Director Gray highlighted that there is such no rule in CC&R, only a county requirement for one lane left open wide enough for emergency vehicles.
<p>Chris Petersen</p>	<ul style="list-style-type: none"> • There have been only a few responses to his TownSq requests for maintenance. • Would like to see maintenance reminders go out to the residents on multiple issues that are relevant for the time of year. • Concerned about youth damaging the Shorebrook Park Gazebo and jumping off the Peninsula pedestrian bridge. Need some type of action to deter kids from jumping off the bridge. • Publish meeting minutes within a month of all issues raised in the Open Meeting. 	<ul style="list-style-type: none"> • Management Company will submit photo of damage to the gazebo to Northville Township Police Department to and file a police report. . Reminder: all homeowners need to continue to call police when trespassers are suspected in the Shorebrook Park, so the police can issue trespassing tickets to nonresidents. President Khatiwala will reach out to Northville Police Department to request they increase their surveillance of this park.

3. APPROVAL OF MINUTES: 7:11pm – 7:12pm

- Director Aniakudo motioned to approve March 14th public Meeting Minutes, all Directors approved.

4. INTERIM ACTION OF BOARD OF DIRECTORS: NA

- The Board unanimously approved awarding a contract to RCI Electric for \$2,295 to install the power supply to the new Teal Lake Fountain Shore Power Panels (2), and replace two failed GFCI receptacles behind the 7-mile road entrance waterfall/pond.

5. CONFIRMATION OF AGENDA ITEMS: NA

- All board members confirmed agreement, no changes requested

6. PRESIDENTS REPORT: 7:13pm – 7:14pm (President Khatiwala):

- Reinforced the purpose of the Board is to continue to hold the Management Company and homeowners accountable for maintaining the community..

7. MANAGEMENT REPORT: 7:14pm – 8:00pm – Kramer Triad (Joseph Hayes)

- Update by Joseph Hayes
 - Director Westermann said with the limited resources and time available this year to complete major maintenance projects, he recommended the Board focus on completing the following three (3) major projects for 2022:

1. Stonewater Creek Erosion Remediation Project

2. Director Westermann made a motion to award a contract to Ponds & Waterfalls, Inc. to complete the first two phases of construction. Phase 1 for \$154,815.52 to be completed in 2020, and Phase 2 for \$78,384.44 to be completed in 2023. Director Roy seconded the motion, and all Directors unanimously approved. **Peninsula Bridge Deck Replacement**
- Director Westermann made a motion to award contracts to Contech Engineered Solutions for the material (\$16,122.40) and Buildmaster for the installation (\$12,875), for a total price of \$28,99740. Director Khatiwala seconded the motion, and all Directors unanimously approved.
3. **Shorebook and Springhill Parks Gazebo Roof Cedar Shingle Replacement**
- Director Westermann made a motion to award a furnish and install contract to Source One Construction for \$40,100 for both Gazebo cedar shingle roof replacements. Director Gray seconded the motion, and all Directors unanimously approved.

8. UNFINISHED BUSINESS: 2022 Projects

Topic	Request/ RFP	Status from BoD Mtg.	Date Open	Action by BOD	Status	
3	Convenience Receptacle Maintenance	KTM requested to develop an RFP and request bids for replacement /repair of ground mounted receptacles	<ul style="list-style-type: none"> • 6/14/21: Board reviewed offline quotes (high cost) and decided to postpone work repair on an as needed basis. Postponed - lower priority. CAM will have handyman fix selected problem receptacles within July. • 10/11/21: Executive Meeting Only. No Public Meeting • 11/08/21: Not discussed at meeting due to time constraints. Follow up offline. • 1/10/22: Repaired Manorwood & 6 Mile Entrance receptacles. • 3/14/22: Electrician - reengage them for an assessment of remaining receptacles. • 5/16/22: Lights repaired at Manorwood and Clairmont • 7/11/22: Need to develop an RFP to contract with an electrician for Association electrical work. 	3/14/21 Re opened 3/14/22	06/14/21	12/1/21 Open
4	Six Mile Road Wood Fence Straightening	Straighten fence posts on 6-mile road.	<ul style="list-style-type: none"> • 6/14/21: RFP sent to 6 vendors. No response received. Board directed KTM to contact David Ritter (handyman) to perform work with a NTE \$3000. • 8/9/21: KTM to follow up with Ritter (handyman) and confirm start date. • 10/11/21: Executive Meeting Only. No Public Meeting • 11/8/21: Per KTM, Ritter (handyman) to complete this in the next couple of weeks. • 1/10/22: Per Joe, we will target to have work done in the spring. Joe will reach out to handyman regarding completion. Handyman will be 	02/06/21	06/14/21	OPEN

			<p>needed to repair the top post. The landscaper may be able to do the repairs. Joe will follow up with them.</p> <ul style="list-style-type: none"> • 03/14/22: Look for a new contractor • 5/16/22: No Contractor identified per KTM • 7/11/22: Need to develop an RFP to hire a Geotechnical Engineer to investigate the root cause. 			
6	Inspect Lake Equalization Culverts	The Board requested KTM to develop an RFP and request bids for inspecting the lake equalization culverts between Springhill and Teal Lake, and between Parkshore and Teal Lake, to confirm whether they need to be cleaned. Previous proposals received by the Board will be provided to KTM for reference.	<ul style="list-style-type: none"> • 8/9/21: Hibbard insure won't do it. Michigan excavation and culvert. RFQ. • 10/11/21: Executive Meeting Only. No Public Meeting • 11/8/21: We have a visual inspection quote for \$6k. KTM to review previous invoices for inspection and cleanout and compare to the 1 quote that we've received. Come back to the board by • 11/22/21. • 1/10/21: Not discussed • 3/14/22: Sonar baseline needs to be reviewed. Refresh quote and review at next board meeting. • 5/16/22: No decision on quotes as not enough directors present at mtg • 7/11/22: Waiting for response from contractor on availability of equipment. 	02/16/21	2/14/22 - Pending	OPEN
7	Adding a new row of Stones to the South Embankment	South embankment restoration and landscaping. More stones are needed.	<ul style="list-style-type: none"> • 1/10/22: Additional stones needed to complete the work. Existing stones are taking on water. Joe will obtain quote for the additional stones. • 3/14/22: Joe expecting pricing for added row of stones for Peninsula Park. • 5/16/22: No decision/discussion as not enough directors present. • 7/11/22: Waiting for quote 	01/10/22		OPEN
9	Stone Walls- Power Wash and Water Seal	The Board requested KTM to get a quote from our handyman to power wash and water seal (with MasterProtect H 1000 (Hydrozo 100), 100% Silane Penetrating Sealer (5G) provided by the Association) the stone walls and caps repaired late last fall; and the Phase III walls. 1. Stoneridge Drive Bridge Walls	<ul style="list-style-type: none"> • 10/11/21: Executive Meeting Only. No Public Meeting • 11/8/21: Clean it with an organic cleaner and seal. Joe to confirm the timing with Ritter. • 1/10/22: Joe will confirm completion date and time with Ritter. Joe will make sure that the H1000 Sealer is used. • 03/14/22: look for a new contractor • 5/16/22: No decision/discussion as not enough directors present. • 7/11/22: Need to develop an RFP and bid work over the winter. 	03/14/21		OPEN

		<p>2. Manorwood Entrance Sign</p> <p>3. Shorebrook Entrance Bridge Walls & Entrance Sign</p> <p>4. Sheffield Entrance Sign</p> <p>5. 7 Mile & Overlook Trail Road Entrance Sign</p>				
10	Tree Stake Removal	The Board requested KTM to survey the parks and identify the locations where tree anchor stakes and rope are no longer in use or needed and request a quote from our Landscape Maintenance contractor to remove them.	<ul style="list-style-type: none"> • 8/9/21: covered in normal maintenance fee. No additional fee. Current vendor to complete this work since it does not exceed \$750. • 10/11/21: Executive Meeting Only. No Public Meeting • 11/8/21: Completed per KTM. Joe to site check during next weekly visit. • 1/10/22: 3 additional spots have been found; per Joe. • 3/14/22: 3 spots on 7-mile, bill has not been paid • 5/16/22: Topic not discussed • 7/11/22: Three stakes still have not been removed. 	02/16/21	-	1/30/22 - P
12	Website Maintenance Services	Payment has been sent to HostGator to setup a new account (3-year subscription) so the Stonewatersub.org website can be migrated to the new account.	<ul style="list-style-type: none"> • 7/13/21: All Data is transferred. Web7- need board members updated, meeting minutes, and board meeting dates. • 8/9/21: jay to send his bio. • 1/10/22: Director Khatiwala will go through bios for any updates needed. • 5/16/22: Request to KTM to update the website with latest Director info • 7/11/22: Waiting for a detailed description of the scope of work proposed by webmaster to update the architecture of the website and improve user interface. 	02/14/21	-	4/30/22 P
13	Parkshore drive at Ridge Road (cul de sac)	Trees and shrubbery were originally planted to hold boulders in place. Great Oaks has removed the trees and shrubs creating a safety washout concern.	<ul style="list-style-type: none"> • 7/12/2021: J. Hayes to confirm with Great Oaks timing to plant. • 8/9/21: Great Oaks to provide quote per KTM. • 10/11/21: Executive Meeting Only. No Public Meeting • 11/8/21: Great Oaks to quote per KTM • 1/10/22: Pending new contractor decisions. • 5/16/22: Topic not discussed • 7/11/22: Need to develop a scope of work. 	07/12/21	-	OPEN
16	Bayshore fountain control panel safety issue	Maintenance request in town square	<ul style="list-style-type: none"> • 10/11/21: Executive Meeting Only. No Public Meeting • 1/10/22: Repairs were not completed. Proposal will be needed in the spring. • 3/14/22: Electrician to quote target April 15, 2022. Repair target 	09/01/21		3/1/22 - P

			<ul style="list-style-type: none"> • 5/16/22: Topic not discussed. Not enough Directors at meeting for decision • 7/11/22: 			
19	Township drain next to teal lake on the path not emptying water. Drain is located behind 48844 Wellsley Ct.	Maintenance request in town square	<ul style="list-style-type: none"> • 10/11/21: Executive Meeting Only. No Public Meeting • 1/10/22: Joe will follow up with township to see if work was completed or not. • 3/14/22: JH to audit with homeowner and check again • 5/16/22: Topic not discussed • 7/11/22: Topic not discussed 	09/16/21		OPEN
22	Roadway crack sealing and curb damage	The Board requested KTM to send out an RFP that the Board developed, to request bids to seal the cracks in the roads by March 19, 2021, and request proposals by April 2, 2021. Advise the contractors that the work will be awarded on April 13th, and is to be completed before April 30, 2021. (Contractors start work the third week in April (15th).	<ul style="list-style-type: none"> • 8/9/2021: Crack sealing to be handled by Wayne County Roads. Homeowners directed to utilize Wayne County site to identify locations. • 1/10/22: Joe will send general reminder notice to the co-owner's regarding need to report repairs to Wayne County Services for crack sealing. • 3/14/22: Reminder notice to members to use Wayne County connect App was not sent. JH will send by end of 3/17/22. • 5/16/22: Topic not discussed not enough Directors present at Mtg • 7/11/22: A reminder notice still needs to be sent by KTM. 	03/10/21	-	OPEN
24	Pavers from sidewalk to street at manor wood boat launch.	Grass area is damaged at boat launch. Investigate and budget for repair	<ul style="list-style-type: none"> • 11/8/21: KTM to get RFP for repair. Look at budgeting for pavers to prevent grass damage • 11/15/21: Added to 2022 budget. • 3/14/22: Board agrees to repair and seed target repair for first week in June • 5/16/22: Topic not discussed. • 7/11/22: KTM to follow-up with Great Oaks. 	11/08/21	-	OPEN
25	Fire Lane Signs	Review KTM matt's map for fire lane signage (Outstanding question if Wayne County DPS replace missing Fire Lane Signage identified by Northville Township Fire Marshal?)	<ul style="list-style-type: none"> • 3/14/22: Joe to confirm the fixes were completed. • 5/16/22: Topic not discussed • 7/11/22: No action by KTM 	03/14/22		
26	Stone type pedestrian walking paths annual maintenance	Paths and pavers are washing out. Replace blocks and crushed granite (Seasonal)	<ul style="list-style-type: none"> • 3/14/22: Paths need to be inspected annually for erosion, especially in the three areas where the paths were reconstructed with new underground drainage systems 	03/14/22		

		Landscaping Co. will provide granite. 3 pathways to be done by landscape company.	and crushed granite stone. A fresh layer of crushed granite and fines (i.e., not dry granite alone) needs to be applied, if necessary <ul style="list-style-type: none"> • 5/16/22: Topic not discussed • 7/11/22: No action by KTM 			
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8. FINANCIAL REPORT: 8:00pm – 8:05pm (Director Westermann)

Treasure Report

- December 2021 Financial Statements have been approved.
- Our auditor has been requested to start the 2021 Audit
- To get the Association current on 2022 Financial Statements, KTM was requested to have Joe Hayes approved the January through May Financial Statements, and any adjustments will be made to the June Statement. KTM committed to providing the January-May Financial Statements by the end of July. This is critical so we can get caught up to start developing the draft 2023 Budget.

9. COMMITTEE UPDATES: 8:05pm – 8:08pm

Architectural Control Committee (Director Gray)

- ACC committee did approve President Khatiwala pool through the standard process. This was approved in past but noted on meeting minutes due to community forum comments
- Additional notices may need to be sent about trimming trees

10. NEW BUSINESS: 8:08pm – 8:09pm

	2022 CY Future Topics	Request / RFP	Date Open	BOD Action by	Status
1	ANNUAL ELECTION-REQUEST FOR CANDIDATES	Notices need to be sent to community to solicit candidates/profiles	06/14/22	8/01/22 P	OPEN
2	ELECTRONIC VOTING-TPA QUOTE APPROVAL	TPA quotation: TPA requires approval at June/July BOD mtg.	06/01/22	06/30/22 P	Vote HOA Now Selected
3	ELECTRONIC VOTING-HOMEOWNER NOTIFICATION	Confirm KTM plan to provide homeowners with email for vote 30 days prior to annual meeting appx. 9/20/22	06/01/22	6/30/22 P	OPEN
4	UPCOMING ANNUAL MEETING NOTICE	Meeting notice for 2022 annual meeting needs to be sent 30 days prior to meeting date. Meeting date is approx. 9/20/22	06/14/22	8/20/22 P	OPEN
5	CHRISTMAS DECORATIONS	RFP for Christmas decoration – scope of work discussion to start at July/August 2022 meeting	06/01/22	8/20/22 P	OPEN
6	2023 ANNUAL BUDGET	Prepare and approval budget for 2023	06/01/22	8/31/22 P	OPEN
7	KTM TO ISSUE ANNUAL DUES ASSESSMENT NOTICE	KTM to prepare and send annual dues notice – target receipt by homeowners prior to Thanksgiving	10/01/22	11/01/22 P	OPEN
8	2022 AUDIT TAX FILING	Need to have BOD approve 2022 Audit & Tax Filing with Myler & Szczyпка	01/01/23	3/15/23 P	OPEN

11. NEXT MEETING

- Annual Meeting is September 20, 2022.
- Next Meeting is November 14th, 2022, at 6:30 p.m. via Zoom Webinar

12. ADJOURNMENT

There being no further business, President Khatiwala adjourned the meeting at 8:11 p.m.

REVIEWED AND APPROVED:

Sandeep Khatiwala

President, Board of Directors

Ann Aniakudo

Secretary, Board of Directors