

Deerfield Park South Homeowners Association Annual Meeting Minutes

Location: Dunn Ct

Date: Thursday, May 14, 2026

Time: 7:00 pm

Board Member Attendees: Janet Cellitti (President), Beth Bastuba (Vice President), Sandra Clarke-Renard (Treasurer), Natalie Mukhtar (Secretary)

JBC Attendees: Jeff Podolski

Total Attendees: 25

Introduction:

- JBC Property Management Introduction: Jeff Podolski, President
 - JBC is the largest management company in Macomb County and has been managing Deerfield Park South since August 2024.
 - JBC manages most of the subdivisions up Card Road and Heydenreich Rd, including Summerfield, Cornerstone, Christenbury Creek, etc.
 - The JBC office is on Canal and Schoenherr

Annual Dues & Late Payment Penalties:

- Annual HOA payments were due by May 1, 2026. You have until June 1, 2026 until payments are considered late.
 - Homeowners can pay online via the JBC website or mail payments to the JBC office or Payment Processing Center noted on your invoice.
- 53 Properties still owe dues as of May 14, 2026
 - It is possible for homeowners to lose their home due to non-payment of HOA dues.
 - Delinquency is referred to an attorney to submit to Collections and may result in filing a lien against a property. The HOA can foreclose on the lien.

Budget Updates & Balance Sheet Overview:

- DPS HOA has cash on hand to still get things done.
- In an effort to lock in consistent rates for budgeting purposes, JBC worked to hire vendors for multi-year contracts, that can be cancelled if needed. Vendors include:
 - SC Lawnscape is back at a fixed rate
 - Metro Lawn Sprinklers is back at a fixed rate
 - Holiday Express Lighting is a new vendor for the DPS holiday lights. This new contract includes lighting improvements which will include bows and garland for a more festive display than previous years.

- Income & Expenses are reported for a full year
 - Operating Cash is what the HOA ended 2025 at and is a starting point for 2026: \$14,297
 - Total Reserve account is used for putting money away for the HOA: \$500
 - Accounts Receivable is what the HOA is still owed by delinquent accounts: \$2,940.
 - Income Statement is the HOA's year to date operating costs, fully funded by dues: \$26,970
 - Insurance was budgeted for \$1,600 to cover liability, property (entrance) and DNO for Board officers.
 - However, across the board insurance carrier price increases, due to wind and hail damage payouts as well as increased costs of labor and contractors, resulted in higher actual costs.
 - JBC shopped quotes from multiple insurance companies and selected the current option.
 - The \$2,000 holiday lights cost includes 2 years of holiday seasons that were paid in the same fiscal year 2024/2025 & 2025/2026 seasons.
 - Snow and Salt Removal spending was more than budgeted: \$5,870
 - Water and Sewer costs were \$0, as the integration system was not turned on last year.
 - H2O Irrigation was hired and a request to put in the water meter was submitted.

Holiday Lights Feedback & Discussion:

- 2025 holiday lights were not up very long. The goal for 2026 is to have holiday lights up from Thanksgiving to January 1, 2027
- GFI Issues: When it rains the lights go out and the GFI needs to be reset manually.
 - GFI is required by electrical code. No electrical modifications (ie removing GFI) can be made.
 - Ray will reset the GFI if he notices the lights are out
 - An in-use bubble cover is already in place, but every connection is a pop. A GFI breaker that is covered might also be a solution
 - The Board will request that Holiday Lights Express check if the GFI is faulty, old, or bad and about adding a covered GFI breaker. In addition, they will provide high quality lights to hopefully address lighting issues.

Quorum

- HOA Decisions and voting officially requires a **quorum** (minimum number of HOA members who must be present for proceedings or votes to be valid).
 - We need **40% of the 174 Deerfield Park Homes** for a quorum, about 70 homes represented.

- Without a quorum, we cannot have any official elections or changes to bylaws.

Questions:

- A request was made to clean up and trim the bottom of the trees (which are dead) on the 22 Mile Road berm. The Board will look into this.
- **DPS HOA Garage Sale is confirmed**
 - Thursday, June 11 – Sunday June 14, 8:00 am – 4:00 pm
 - Same weekend Cornerstone subdivisions, although some subdivisions are scheduled for June 4 – 7.