

Arbor Hills Board Meeting Minutes

February 27, 2020

7:00 p.m. – 10:00 p.m.

In attendance: Dennis Stom (President); Ig Justyna (Vice President); Sherri Fountain (Secretary); Steve Haddrill (Treasurer). Absent: Thomas Edwards (Director at Large) and Alex Stankiewicz (Casa Bella). Minutes prepared by Sherri Fountain.

Management and Treasurer's Report

1. For the record, it was noted the minutes from the Open Board Meeting held on 1/28/20 were approved via email by a majority of Board members.
2. Currently, 22 co-owners are in arrears on their dues. Collections are underway with those with outstanding balances in excess of \$1000.

Financial and Legal Update

1. The Arbor Hills Condominium Association (AHCA) annual tax return will be filed by Casa Bella Property Management.
2. No requests for "Alterations Modifications."

Open Management Issues

1. Steve has been in touch with Budd's Lawn and Snow and is awaiting feedback about whether there would be additional charges in the future if we specify certain areas for snow placement. In particular, sidewalk ramps need to be kept clear. Need to follow up with Budd's re: a plan for replacing and reseeded damaged turf.
2. The City of Ann Arbor regularly clears snow from the ramp and controlled crosswalk on the south side of Green Road, but does not routinely clear snow from the ramp and controlled crosswalk on the north of Green Road next to white fence bordering Arbor Hills. Ig made inquiries about this during a recent on-site meeting with Jane Allen, PE, Engineer, with the City of Ann Arbor. He requested that the City clear snow from the ramp and crosswalk on the Arbor Hills side of Green Road. Today, the City cleared the snow from the ramp and crosswalk next to Arbor Hills! We'll wait and see what happens in the future.
3. Ig agreed to obtain an estimate for replacing the damaged street sign at the corner of Ashburnam and Ashburnam Court.
4. Ig reported on recent updates/cleanup of old committee information on the AHCA website. All out-of-date information has been removed. Ig will oversee the updating of other information on the Arbor Hills website such as updating various forms and documents to reflect Casa Bella Property Management, Inc.'s name.
5. The Board approved the distribution of the recent letter we obtained from our attorney re: the outcome of the 10/24/19 annual meeting to those co-owners who have submitted written requests for a legal opinion about the outcome of the 2019 annual meeting. Sherri will prepare and email the attorney's letter on behalf of the Board to the three (3) co-owners who wrote to request the legal opinion. In addition, it was agreed that the attorney's letter would be attached to our next newsletter for distribution to all Arbor Hills co-owners.
6. There was a brief discussion about the 2/20/20 presentation by Pavement Engineers from Soil and Materials Engineers, Inc. (SME) based in Plymouth, MI about pavement testing and evaluation methods and pavement management alternatives for the future. Right before tonight's meeting, SME provided a proposal for testing and evaluation of our pavements. The Board liked SME's presentation, but wants to obtain additional quotes. Sherri will contact Casa Bella to obtain additional referrals for other consulting engineering firms who offer pavement testing, evaluation and management services.

7. The Board agreed that it would be a good idea to send “Inspection Notification/Violation” letters to ALL co-owners so everyone is aware of steps the Board is taking to encourage compliance with AHCA Bylaws. Letters (as well as future communications) will be tweaked to remove Latin references for ease of understanding by our residents; a sentence will be added to thank and commend co-owners who have no problems at this time; and the Board reconfirmed the August 31, 2020 deadline for co-owners to address items of concern. In addition, there was discussion about how absentee landlords, in particular, are not properly maintaining their property in Arbor Hills. Sherri confirmed that “Inspection/Violation Notification” letters for absentee landlords would be mailed directly to them – not to renters occupying the landlords’ homes in Arbor Hills. (Approximately 30 absentee landlords received notification letters.)
8. Casa Bella will take the lead in responding to co-owners who have general complaints (such as clearing snow from sidewalks) as well as other inquiries. If Alex believes Board feedback is needed, he will forward an inquiry to the Board for review and feedback before responding to the co-owner.
9. Next open meeting date was set for March 24, 2020 at Clague Middle School. (This open meeting was subsequently canceled, however, due to the COVID-19 virus.) The Board Directors and Alex Stankiewicz from Casa Bella will still hold a virtual meeting on 3/24/20.

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