

# Arbor Hills Condominium Association

Open Meeting Session at 7p.m. on April 30, 2014

Location: Clague Middle School

AH BoD: Collin Ross, President, Vance Allen, Treasurer, Elena Levin, Vice-President, Zhenlin Liu, Director-at-large, and Usha Jindal, Secretary.

YPM Representative: Karin Witting

Home Owners Present: Bobbie Kocol, Don Kocol, Gabe Cherem, Brian Charnetski, Steve Haddrill, Jane Klingsten, and Fan Wu

- Picnic Proposal:** Bobbie presented picnic details and a long list of fun activities for children, adults, and seniors. The tentative picnic date is set for the second Saturday of the month after Labor Day this year. It was noted that the planned picnic is similar to events that have been held in the past by Arbor Hills. Many issues regarding food, drinks, activities, budgeted funds, Ann Arbor City permission, access to water and electricity, and liabilities were discussed. A motion was made by Vance Allen to approve Bobbie to pursue her proposal for fall picnic, and Bobbie will be the chair of the picnic committee. The motion was seconded by Elena and it was approved. If you can volunteer some time in making fall picnic a successful event, please contact Bobbie Kocol. Ms. Wu, offered to translate picnic flyer in Chinese language. Karin Witting will provide board with the details of liability coverage in AHCA current insurance policy about volunteers and about picnic participants. Karin also will look into AHCA easement rights in using the Kilburn Park without paying permit fee.
- Acceptance of March Open meeting Minutes:** Steve Haddrill, past treasurer of AHCA, made a correction to the financial report by indicating that the water and irrigation fee is in reality the “customer account service fee” for having a storm water account with the City of Ann Arbor. A second inquiry was made about the number of electricity accounts we have with DTE. Karin will find out the status of DTE accounts and report to the board. Vance moved the motion to accept the minutes, and Usha seconded it. March open meeting minutes were approved.
- Landscape and Architecture Committee needs Chairperson and volunteers to conduct annual inspection:** The AHCA needs volunteer to chair this committee and help conduct exterior inspection of homes and common areas. The board has adopted a new Inspection Policy, guided by the results of the Aesthetic Survey which was conducted last August. Please consider volunteering for 2-3 hours for one day in September or October to conduct inspections of homes, common areas, and streets. In absence of volunteers, the YPM and the Board will conduct the annual inspections of all homes.
- Social and Welcome Committee:** Larry Foti, committee chair, will meet with Collin next week. Karin sent a welcome letter and information packet to a new resident.
- City Relations Committee:** Jane Klingsten, Committee chair, requested that the Board to provide a consult with qualified legal counsel, to review and provide an opinion on the committee’s upcoming document about public right-of-way issues in Arbor Hills. The committee also wants to work with the Ann Arbor School district and discuss the responsibility of the City of Ann Arbor in providing safe walking routes to the local schools. Issues such as discontinuation of busing for Clague students in the fall, lack of street lighting, heavy traffic, unsafe street crossings, lack of timely snow removal on Green road, and lack of foot paths on Nixon road will be taken up by this committee in the context of providing safe routes from Arbor Hills to schools such as Clague Middle School. Finally, a preliminary pump house use plan is being prepared and will be presented to the board at the next meeting.

6. **Neighborhood Survey:** Please fill out neighborhood survey either online on surveymonkey.com website or in paper form and return it by May 12, 2014. The neighborhood survey is also available on the AHCA website. Gabe Cherem will provide the running tally of all the survey items, and charts. All results will be objective, and can be verified by anyone.
7. **February Financial Report:** Karin reported reserve amount, administrative expense, management fee, payment for snow removal, street lighting repair, electricity, and water and sewer bills. AHCA taxes are not done yet. Annual snow removal expenses will be over budget due to the increased need of salt this past winter. Elena moved a motion to accept the financial report, which was seconded by Usha and motion was approved.
8. **Curb repair project update:** After meeting with Jayson Mason and reviewing all the available information regarding last fall's concrete curb project, it has become apparent that the main reason why Mason completed some curb repairs and not others is because the version of the project scope document that had been provided to Mason's included several markings to add additional repairs, beyond those in the original project scope. The marked-up version of the scope document had apparently been made by former Marcus Management representative Ralph Marcus, and given to Jayson by former YPM representative Jake Freeland. Mason appears to have followed the scope document faithfully as it was given to him, but due to the added areas of repair, the project budget was not sufficient to cover all areas marked on the scope. Several other issues also contributed to the confusion surrounding this project, including the seasonal timing, the withdrawal of the original contractor from the project, the Board transition, the management company transition, and a lack of detailed contract documents for the project. In the near future, better policies and procedures will be implemented based on the lessons learned from this experience. A new project will be fully specified and bid, to complete the remaining curb repairs that are needed.
9. **Retention Ponds B, C, and G routine Maintenance Bid by Diversified Excavating and Site Utilities Company:** Collin met Mr. Ryan Moon at the Arbor Hills ponds to discuss the ponds maintenance project. The retention ponds' maintenance quote by this company has three components: base work, trees removal, and hauling the dug-up material off site. Jane Klingsten made many valuable suggestions on the contract specification, such as to include the Atwell Hicks specification as part of the contract, and to hire someone with expertise in ponds maintenance to oversee the contract language details and implementation. Maintenance work on "H" and "I" ponds may or may not be undertaken this year, and Master Deed guidelines will be followed.
10. **Road Sweeping and street Repair Work:** Substrate repairs on Buckhorn, and Aldwych streets will be undertaken to correct "sinkhole" conditions that are occurring. Street sweeping will be undertaken by end of May.
11. **Stop Signs on Kilburn Street at Strand Court:** The Board received an estimate from YPM for erecting two stop signs at the intersection of Kilburn and Strand. The affected homeowners will be contacted by the board members. Usha and Collin will visit homeowners.
12. **Demo Garden Beds in Arbor Hills Park:** There is a renewed interest in community gardening in our neighborhood. Two small raised garden beds to demonstrate community gardening are being investigated for Arbor Hills Park as an Adopt a Park volunteer project, independently of the Association. Project Grow has offered to donate plants to the demo gardens. Various neighbors expressed enthusiasm for a community garden and two neighbors volunteered at the meeting to tend the garden beds.
13. **Snow Plow Damage:** The snow plow damage to various lawns will be inspected during YPM's spring walk-through inspection. The Board will also look at the condition of pavement white stripes on Kilburn Park and Dunwoodie streets.
14. **Mosquitoes Prevention Treatment is available to** control mosquitos' population. Please wear gloves when handling dunks.
15. **Keeping Chickens in Arbor Hills:** The Board is investigating further the topic of raising chickens in Arbor Hills.

**16. Dead Trees Removal:** After inspecting the location of the dead trees, the Board will take a decision on the removal of dead trees. Don Kocol requested removal of dead trees in the common area behind his home.

Meeting was adjourned at 9:15pm