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## AHCA BOARD MEETING MINUTES

### JULY 29, 2021

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Thursday, July 29, 2021: 7:00 – 9:00 PM - Meeting via web conferencing  
Board Members to attend: Carla Charlebois, Thomas Edwards, Sherri Fountain, Ig Justyna  
Management Representative: Casa Bella Management not in attendance

#### Review and Approval of Previous Meeting Minutes

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- ❖ June meeting minutes approval (5 min)

Approved by the Board.

- ❖ Summary of July 15 Open Board Meeting (5 min)

The open meeting, which was held in Kilburn Park, was attended by all AHCA Board members, Tom McKay from Casa Bella Management Company, and three (3) co-owners. The Board fielded questions about information posted by a few residents on our Arbor Hills Google Groups and Facebook accounts. Unfortunately, this information was not based in fact or verified with the Board before it was posted. Board member reiterated facts previously published in the Arbor Hills Newsletters. The Board is saddened by these developments and believes this disinformation campaign is serving to create uncertainty, mistrust and divisiveness within our community.

#### Financial/Legal/Administrative

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- ❖ Casa Bella Management report

- Review inspection of June 1, and next steps for uncorrected issues (15 min)

One (1) final, follow-up inspection will be conducted over the next few days of the 35+/- co-owners' properties that have unresolved inspection/violation issues. (Note: Almost 100% of these 35+ co-owners have been notified three (3) times to address the same issues.) Letters will be mailed to co-owners who are found in early August to still have unresolved issues. The letters will include a checklist of unresolved issues and a message to contact Alex and the Board no later than 9/1/21 if co-owners are experiencing contractor delays or extenuating circumstances related to COVID-19. Co-owners who have not responded to Alex and/or the Board by 9/1/21 will begin to be fined in September for non-compliance with AHCA's bylaws.

- Legal proceedings involving Makower (AHCA's attorney through Casa Bella). Next steps. (5 min)

This relates to one (1) co-owner who has refused to communicate directly with the Board regarding issues noted in Casa Bella's inspection/violation letters dated March 2020 and February 2021. The co-owner has requested that all inspection/violation correspondence be funneled through her attorney. This compels the Board to engage our homeowners' association (AHCA's) attorney to communicate on behalf of the Board with the aforementioned co-owner's attorney – attorney to attorney. The Board is in the process of approving follow-up communications for Makower to forward to the co-owner's attorney.

- ❖ Treasurers report: June financials (10 min)

The Board reviewed the June financials. Alex needs to clarify why the deposit for the new front entrance sign (\$3787.99) came out of the operating budget when it should come out of the Reserve account.

#### Alteration/Modification Requests

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- ❖ Alteration/modification submission/actions: (5 min)

One (1) request for a paint color change for outside trim was approved by the Board via email. No additional submissions.

## New Topics

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- ❖ Document 3235 Kilburn Sump pump overflow issue (5 min)  
Ig met onsite to review and discuss this situation with the co-owners' property manager and a plumber. It was determined that the co-owner was responsible for fixing the problem and AHCA will not be charged for the repair.
- ❖ Common area behind 3227 Kilburn and 3232 Buckhorn needs the ground water and sump water spillway vegetation cleared (5 min)  
Carla and Ig will organize and oversee clearing this vegetation.
- ❖ Removal of 2 trees from common area behind house 3220 Aldwych (5 min)  
Sherri will contact three (3) tree removal companies to arrange for onsite evaluation of the trees and estimates and report back to the Board.

## Open Board Issues

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- ❖ Flower bed and median mulching timing with volunteers (10 min)  
Ig will report on available funding for this project and report back. No volunteers have come forward to assist with this project, so the Board is inclined to approve having the work performed by Continuum as originally planned. Ig will confirm if there are available funds in the budget.
- ❖ Mail box and stand repair/replace, Decision on 3 bids. Ig to order 2 sets of numbers (10 min)  
Follow-up emails and phone calls have been made with the three (3) contractors identified to repair and repaint targeted mailbox stands (13 of them). Alex and the Board have questions about contract provisions related to painting ALL of the stands. We are ready to proceed with signing a contract once we get our questions answered. Unfortunately, the contractors are not responding to emails or phone calls. In the meantime, Ig and Carla will move forward with replacing ALL of the old, sun-damaged numbers on ALL mailboxes. (As of this writing, approximately 75% of all numbers have been replaced!)
- ❖ Weed control treatment at asphalt/curb apron, next step (5 min)  
The Board is exploring alternatives to TruGreen to treat weeds on a targeted basis at the curb/asphalt line on our roadways. Eliminating these weeds is essential to preserving the life of our pavements. Co-owners were asked to clear weeds at the curb lines in front of their houses in the AHCA newsletter. There has been little to no observed change/improvement. The Board will also contact the City of Ann Arbor for advice and recommendations for weed treatment.
- ❖ Street pot hole repairs (5 min)  
Ig will provide "cold patch" to pot holes.
- ❖ Pond H intra-pond spill area needs additional rocks, Pond A riser needs clearing (5 min)  
Routine Pond H maintenance and Pond A riser clearing will be performed by Board volunteers.
- ❖ Planning for October annual meeting venues and alternatives (15 min)  
The Board is exploring various methods and venues for holding the meeting in person (in Kilburn Park) OR virtually on Thursday, October 28. Alex and Andy at Casa Bella are to provide detailed information the week of August 23, 2021 about managing the election process and holding the annual meeting virtually through attorney-approved and vetted companies.
- ❖ Front entrance sign scheduled for last week of July  
The sign is scheduled for installation before August 15, 2021.
- ❖ Mosquito treatment of ponds, July completed, upcoming August  
Ig will complete August application of mosquito dunks.

## Place Holders for tabled Topics

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- ❖ Road testing from SME, N&F, S&S, and G2. No budget in 2021

## Next Meeting

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- ❖ August date and time: Tuesday, August 24, 2021, 7:00 p.m. (Via Zoom)