

# Arbor Hills Newsletter

May 2013

## **Turf and Landscape Maintenance**

This season the Board has contracted Landscape Solutions to perform common area turf mowing and maintenance. They will also be providing services for our front entrance flower beds and traffic islands.

## **Street Maintenance**

Wolverine Sealcoating will soon be returning to the neighborhood to perform warranty repairs to specific areas of the streets. Please be aware of the work when it happens and honor any barriers or traffic flow changes to accommodate the process. Once this work is completed, the crosswalks at the Kilburn/Dunwoodie intersection will be repainted as normal maintenance.

## **Alteration / Modification Forms**

**BEFORE** any changes are made to any external element of your home – such as shingle replacement, deck, siding, windows, doors, fence or any painting – you must complete and submit an Alteration/Modification Form to the Board for approval (or through Marcus Management). Modification plans should be discussed with all next-door and back door neighbors before this form is submitted. Many times this is a courtesy to make them aware of traffic and contractors near their homes. You will receive a response from the Board within one week. This will ensure that all modifications are consistent with neighborhood aesthetics and will avoid future conflicts or disputes.

## **Litter in the Neighborhood**

Look around your home and the neighborhood. Often advertising is attached to the mailbox flags and phone books are left for long periods on the mailbox stands. If you see litter, please pick it up and dispose of it properly. If we all do this, our neighborhood will continue to look beautiful and clean.

## **Respect Your Neighbor's Property**

There have been recent incidents where neighbors have had damage to their property and cars either accidental or otherwise. Please follow common sense and courtesy when landscaping this season and contact your neighbors directly if you accidentally damage their property. When walking your pets, please refrain from cutting through neighbor's yards and please ensure you pick up your pet's droppings from your neighbor's yards.

## **Board Meetings**

The Arbor Hills Board of Directors will meet in a regularly scheduled meeting Wednesday, May 22, at Clague Middle School media center. Board will meet in executive session at 7 PM and the open session will begin at 8:15 PM.

## **Board Members and Officers**

Ig Justyna – President  
David Finnegan – Vice President  
Carla Charlebois – Treasurer  
Jill Kulhanek – Secretary  
Vance Allen – Director, At Large

## **Board Contact Information**

Email address: [Board@Arbor-Hills.org](mailto:Board@Arbor-Hills.org)  
Phone number: 734-926-8857  
Web site: [www.Arbor-Hills.org](http://www.Arbor-Hills.org)

## **Management Company Information**

Marcus Management, Inc.  
28545 Orchard Lake Road, Suite A  
Farmington Hills, MI 48334  
Telephone: 248-553-4700; Fax: 248-553-4570  
24 hour Emergencies: 248-553-9195  
Email: [MarcusMgt@aol.com](mailto:MarcusMgt@aol.com)  
Website: [www.MarcusMgt.com](http://www.MarcusMgt.com)

**Marcus Management performs site inspections every month, be aware of the following:**

- The grass lawn needs to be cut and then mowed regularly to a height not to exceed 6 inches
- There is dead or missing grass in areas of your lawn that need to be seeded or sod laid.
- There are excessive weeds in your lawn which need to be treated and/or removed
- There are excessive weeds in the landscape beds that need to be removed
- There is ivy growing on the building, which needs to be removed
- The landscape shrubs and ornamental trees need to be pruned off the building, walkways and/or driveways
- There are ripped screens that need to be repaired
- There is at least one broken window seal or glass that needs to be replaced
- There is damage to siding, roof, trim or the garage door that needs to be repaired/replaced
- The wood trim of your home needs to be painted
- There is a violation with advertising material in either the widows or lawn
- There is pet waste that needs to be cleaned up from the lawn
- The street tree needs to be weeded and cleared of hanging branches over the road/sidewalk to a height no less than six feet off the ground
- The street tree ring must be well kept and requires maintenance
- Trash, recycle, and/or compost bins have been left out more than 12 hours since last pickup and need to be stored inside
- Recreational equipment needs to be properly stored or removed from plain view
- The sidewalk needs to be repaired to remove all trip hazards, please refer to City Sidewalk Repair/Replace Standards on Arbor Hills web site [www.arbor-hills.org](http://www.arbor-hills.org) under Documents/More Documents