

# Arbor Hills Condominium Association

*Ann Arbor, MI 48105*

For the Arbor Hills Board of Directors  
to be held on  
February 16, 2011

RESERVE STUDY: The reserve study arrived today. We received two color reports; if each board member is to have one color copies will need to be made.

MODIFICATION FORMS: No new modification forms have been received.

FINANCIAL:

Revised January 2011 financials attached (mgt fee line item changed from \$15,586 to correct \$15,276)  
(overpaid Jan by \$326; Feb correct, March will reflect credit and will be \$947)

Operating Account: \$122,611.86

Reserve Account     \$110,178.17

Total Assets             \$232,790.03 as of January 31, 2011

As of 1/31/11, 18 units delinquent totaling \$14,418.76 as of 1-31-11; \$11,901.76 of that total is from 4 units.  
(annotated ledgers sent previous to meeting via email)

PAYABLES: (attached)

FedEx:                     \$   218.70

Atwell:                    \$ 1,809.40

Atwell:                    \$   419.00

Alexander, Zelmanski et al: \$ 1726.00 (includes Jan. invoice, \$596.00)

MI Reserve Associates:   \$   860.00 (final payment)

MAINTENANCE:

I called Vedder about lights still needing repair (work order sent 1/24/11). They said it was not received on their end, so I re-sent it and spoke to them again as well. The lights will be repaired today or Tuesday. #15 was repaired less than 90 days ago; if the issue is the same it will be covered under warranty.

MONTHLY BOARD MEETINGS AT CLAGUE:

The media center (library) has been reserved for the 3<sup>rd</sup> Wednesday of each of the following 5 months (Feb-June) from 7 pm until 9:30 pm. There is an extra charge of \$40.00 for the additional ½ hour each month (9-9:30) recently decided on; that invoice was received and submitted for payment today. This brings the total cost to \$200.00 for the 5 dates.

ADMIN FEES:

The letters rescinding the admin fees were mailed out on Friday, 2-04-11, and included a unit ledger, a lease addendum and the Rental Committee rules. Updated ledgers were sent to legal counsel for those units being handled there.

LEASE REVIEWS/RENTAL COMMITTEE:

I have forwarded to Chuck Daniels all offsite addresses we currently have in our system (23 as of 2-10-11). The rental Committee's rules were distributed with the admin fee waiver letters. We also received notice of a new off-site address, which I forwarded to Chuck and the Board on 2/11/11. A review of the unit files is taking place in order to give Chuck accurate lease info on file. He'll have that in a day or so.

ATWELL:

The authorized payment of \$9,640.60 has been made and received by Atwell.



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BUDD'S: I have received only a couple of calls this winter from homeowners regarding snow removal: one from the Messer's about where the snow gets pushed, ditto Richard Thomas (also his ongoing winter parking problem, which has been addressed in previous years by sitting Boards), and from Steve to have the entrance salted and the snow pile at bus stop reduced, as it is a sight hazard with it's height. That was to have been done yesterday, 2-09-11.

Budd's has reported a problem with some of the street trees getting large enough that they are hindering his ability to get the truck close enough to the curbs, as they are scratching and damaging the truck. Also, he does have a snow map which shows where snow is to be pushed, which he follows. In some cases there's just too much snow for these areas to be sufficient. He also wanted to point out that frequently, once he's been through and done the roads, people snow blow or shovel their driveways, and rather than throwing the snow into their yard they direct it back into the street, undoing what they have paid the contractor, through their dues, to do in the streets.

Shireen E. Williams, AMS  
Community Association Manager  
February 16, 2011

