



## **BOARD OF DIRECTORS MEETING**

Via GoTo Meeting

Wednesday, March 30, 2022

**Pittsfield Village Board Members Present:** Ellen Johnson, John Sprentall, Jessica Lehr, Nick Oliverio

**Pittsfield Village Board Members Absent:** Kat Irvin (excused)

**Associa / KT Management Present:** Kendra Zunich, Dave Walke

**Co-Owner(s) Present:** Linda Ross, Laura Decicco

**Co-Owner Open Forum:** None

**Call Meeting to Order: 6:13pm**

### **Approve Agenda**

Motion to approve agenda as presented was made by Jessica Lehr, seconded by John Sprentall, motion carries.

### **Approve Previous Meeting Minutes**

Jessica has several changes including separating the financial report & maintenance map discussion into two sections, clarification on the governing document amendment topic—how and when to present the idea/concept to the community, better explanation of new lending requirements. Jessica will make changes to the minutes and email to the Board for review and approval.

### **Committee Reports**

Landscape – *Minutes submitted and reviewed*

Modification & Maintenance - *Minutes submitted and reviewed*

### **Approved Motions through Email**

Motion to ratify the email vote to extend the current insurance term until May 1, 2023 to align with City of Ann Arbor snow removal contract was made by John, seconded by Jessica, motion carries.

Motion to ratify the email vote to approve the FY 2022-2023 was made by Nick Oliverio, seconded by John, motion carries.

### **Kramer-Triad Report**

Manager's Report highlights-- sales report- two-bedroom sale price high of \$195,000, roofing status report- One building needs gutters, gable ends to be done in April.

### **Financial Report- February 2022**

Unbudgeted Expenses Discussion/Review- emergency sewer line repair at 3418 Edgewood, done by Dynamic Drains will be ~ \$3,500.00.

Preventive Maintenance Inspection Maps- on file



## **Continuing Business**

### **Governing Documents Amendment Wishlist**

Discussion regarding how and when to socialize the idea/concept of governing document amendment. Funds budgeted in next FY for amendment. Will use newsletter, annual meeting, townhall, etc. to present the idea. Questions/discussion regarding if the vote is all or nothing, or owners vote on each individual amendment—vote is on individual amendments/item specific. Association's legal counsel, Ed Zelmanski, submitted proposal for legal services. Board will review and vote on proposal at April BOD meeting.

### **Community Building Parking Lot**

Discussion tabled to April BOD meeting. Ellen working on the topic.

### **Policy - Security Cameras**

Jessica suggested removing the third sentence of the first paragraph & the last two sentences. M & M Committee feedback was is the specification worth the effort, may be hard to enforce. Jessica thinks there is value in having something. John is in favor of a specification vs general guidelines. Ellen will take feedback and rework draft. Further discussion tabled to April BOD meeting.

### **Reserve Study- Update**

We received an updated version of the Reserve Study from Reserve Advisors. Jessica reviewed the changes and created two new excel models for the Board to review - one reflecting just the new reserve study numbers, and one with additional suggested changes to get us to a realistic long term plan. The suggested changes will need discussion. Not everyone has had a chance to review this information yet - given the amount of detail and discussion areas, plan is set up another separate dedicated meeting. The Board goal is to get to a place where we have a long-term plan that adequately funds critically needed capital improvements while avoiding additional large jumps in fees. It looks like we could get to a plan where there are smaller increases (about 5%) for the next 6 years and then commit to rate of inflation increases barring large unexpected expenses. Nick thinks this sounds like a good place to work from. Discussion about contracting with a third-party to assist with the foundation project. Kendra and Dave will start soliciting bids. Follow-up meeting with BOD and staff set for Wednesday, April 6, 2022 at 6:00pm.

### **Budget Communication**

Ellen will work on article for the April newsletter regarding a high-level overview of the what a reserve study is and what it means for the community. Linda Ross will submit an article from the residents perspective of attending budget meetings. Board agrees to add a sidebar soliciting Q & A's regarding FY 2022-2023 budget for April's BOD meeting. Ellen will revisit budget letter and send to Kendra.

### **City of Ann Arbor- Drainage Study Update**

BOD would like to meet with the City, again. City is in agreeance, shooting for early summer/June. More details TBD.

## **New Business**

### **Maintenance Policy- Revised**

Policy revised to mirror approved FY 2022-2023 budget, increase from \$55.00/hour to \$75.00/hour with a minimum of a \$65.00/ 30-minute charge for billback work orders. Motion to approve revised policy made by Jessica, seconded by Nick, motion carries.

### **Rental & Leasing Policy- Revised**



Policy revised to mirror approved FY 2022-2023 budget, increase from \$250.00 to \$400.00 annually. Motion to approve revised policy made by Jessica, seconded by Nick, motion carries.

**Exterior Porch Light Policy- Revised**

Policy revised to mirror approved FY 2022-2023 budget, increase in flat fee from \$135 to \$155 due to increase maintenance costs for billback work orders.

**Annual Meeting- Set Date**

Annual meeting set for Monday, May 23, 2022. Meeting will be held virtually, details TBA.

**ADJOURN TO EXECUTIVE SESSION – 7:46 p.m.**

**Next Board Meeting: Wednesday, April 27, 2022**