

Via GoToMeeting Wednesday, April 27, 2022 MINUTES

6:05 pm- Welcome and instructions were made by Ellen Johnson.

Co-Owner Open Forum

- Theresa Moore: issue with kitchen modification at her unit 2272 Parkwood. Reuter did a study and Dave Walke gave the suggestion to check with Buildmaster to do the work. She is having trouble finding a contractor to do the job as recommended and questions Buildmaster's interest/availability. John Sprentall appreciates her efforts to resolve the issue. The Board would like a copy of the engineering report. Theresa will send the report to Kendra. John will make some calls to try to find a contractor to bid this job. There was also some discussion of whether there are options for units with similar work needed to be bid out together.
- Allison Jones: more and better communication is needed. Example: drainage proposal listed as an agenda item and she has heard nothing about this before now. Superior determined that some work is necessary to re-route water as it pertains to the landscaping beds. Allison asked for a copy of the drainage bid from Superior. Kendra will provide the bid to the owner. Allison also raised the issue that Board minutes are often behind in being posted to the website. Jessica raised a process improvement idea to get the minutes out sooner. Board decided to add Communications to the agenda and discuss ideas, including this one, there.

Call Meeting to Order - 6:41 pm

Approve Agenda

Add to New Business: Communication ideas

Add to New Business: process for identifying and reporting violations

Table these issues: Parking lot, security cameras

Motion to accept the agenda as amended was made by Nick and seconded by John.

Motion passes.



Approve Previous Meeting Minutes

February 2022 – motion to accept as revised was made by Nick and seconded by John. Motion passes.

March 2022 – motion to accept as revised was made by Jessica and seconded by Nick. Motion passes.

Committee Reports

Landscape Committee

Brian Rice, Chairperson

Meeting held in April

2651 PF – ornamental tree request. Cost split offer was made.

2310 PF – ongoing landscape bed issue

Flower giveaway May 21st is suggested to the Board. Program will be different than year's past, including COVID protocols, and more streamlined and efficient.

Trugreen May 24th application to front and side yards

No-Mow May concept was discussed. Landscape Committee recommended that this is not feasible for Pittsfield Village. Unlike an average residential lawn, now mowing the Village greenspaces for the month of May would cost the Village a lot of dollars to tackle. The Village has two (2) pollinator gardens, two (2) meadows and over 3 acres of flowerbeds and corner beds that are pollinators habitat.

Garden marker form 2023 will be revised and improved upon to ensure there is a place for residents to sign in addition to landlords

15-20 dead shrubs around the community were identified.

Modification & Maintenance Committee Lisa Lemble, Chairperson -absent Committee reviewed residents request for insulation, radon mitigation and adding a check valve to the laundry sink.

Approved Motions through Email

One motion was approved via email. Motion to ratify the approval of Pittsfield Village applying to join the Michigan State Housing and Development Authority's program was made by John, seconded by Jessica, motion carries.



Kramer-Triad Report

Manager's Report / Financial Report - March 2022 Sales update -- one unit on the market for over \$200,000! \$22,000 delinquencies at the end of March

Work orders have doubled from February
Chimneys and foundations were added to the Site Projects List
Concrete: we will reach out for a proposal for DCAM for the next list of units

needing work.

We are over budget for the current month, but YTD we are more on track No unplanned expenses came up in March.

Continuing Business

Governing Documents Amendment Wishlist—Board has budgeted to move forward with this. We should start socializing the idea at the Annual Meeting (John). The proposal from legal counsel is in hand. Board members need to review more closely and vote on it (add to June's agenda under New Business — may consider an email vote prior to the June meeting). Ellen appreciates the detail in the proposal.

Long term Planning / Reserve Study Update – if we have further revisions we need to let them know within the 6-month mark which is coming soon. Kendra will reach out for exact date. Board is aligned that we want to update the Foundations 30-year plan to match the plan we developed in long-term planning sessions. Kendra will reach out to Reserve Advisors to see if they might make those updates at no cost to Pittsfield Village.

- City of Ann Arbor- Drainage Study Update: Kendra spoke with Troy Baughman. OHM final report will be uploaded soon. a one-page summary is also expected shortly. They hope to fund start of two new projects by the summer:
- Smoke testing in the sewers. Smoke testing identifies areas where storm water is getting into the sanitary sewer.
- curb drain plans. Curb drains will allow residents who install a sump pump to hook up their sump pump termination to a curb drain.



It may be possible for residents installing sump pumps to work with the City earlier even though curb drain program isn't expected until 2023. Kendra will talk to Troy about whether/how folks can reach out. He has been very responsive.

We should have a separate meeting with Troy to find out more and get questions answered. Community members engaged in this issue could be invited to attend. Kendra will speak with Troy about setting something up in June

Annual Meeting - May 23, 2022

Ellen is working on putting materials together. She has suggestions from both Jessica and Nick. Packet must be drafted by May 5th and mailed by May 6th

Jessica asked whether we want to use the Annual meeting to get community feedback on topics that have come up in our planning. Potential list:

- Pool
- Deck staining
- Windows & Doors

Can we have break out sessions? (Nick). Discussed giving a high-level overview and then having residents choose breakouts. Facilitated by a board member with someone else taking notes. Maybe have a poll at end to see where people land. Bring info back into main meeting. Kendra would have to research forums. Platform we are using for the meeting doesn't support breakouts. Concerns that there is not enough time to get this in place for the Annual meeting — Board will consider scheduling separately. Maybe Town Halls?

New Business

2022 Pool Rules

There will be changed to the rules if we implement a fob system.

Pool rules will accompany the Fob Key and a signature required and be picked up at the office.

Pool rules will be voted on via email.

John proposed extending pool use to the staff. Nick suggested an email vote on this. Jessica motioned to give pool access to the staff. John seconded. Motion passes. Board will review the Pool Rules, make changes, and vote on them via email.



Pool Gate Security Proposals

Board discussed Jessica's questions around community feedback, safety (creates a situation where people might swim alone). Ryan (Maintenance) gave some feedback based on experience with other communities

- Have other communities asked for resident feedback prior to putting this in place? – discussed that vast majority of communities have fob systems/do not have attendants
- Are there children at other communities like there are at PV? (yes)

Sue Sterling will be asked if she would consider being on-call or doing some hours for the pool season during high-use times/peak hours.

If we install cameras, we'll need internet access at the pool. A security camera will also need internet. Comcast will quote service.

We'd rather not have the FOB system rely on internet so will be choosing between Howlett and Pop-A-Lock.

Jessica motioned to accept the bid from Howlett Lock for \$7,061.14. Nick seconded. Motion passes. Replacement fob cost must be decided upon. Discussion. Board decides on \$20 for replacement fob

Village-wide Yard Sale

1st Saturday of June typically. We will advertise in the May newsletter and put out a reminder email blast to the community.

There will be no dumpster rented or made available to the community this year.

Flower Giveaway- Update

It will be only one flat this year

Discussion of Landscape committee proposed guidelines.

Masking will be required

Have residents picked what they want/pre-order while in line. John asked for example flats on a table in addition to sign

We have a couple volunteers to deliver flowers to those who are uncomfortable due to COVID or who just can't make it. Perhaps call for additional volunteers in the newsletter? Believe we have enough.



2332 Fernwood- Superior- Drainage Proposal

Superior installation of a drain pipe. Answered resident's questions and pulled up visual so everyone could understand where this would go. Motion to approve the proposal for \$1,800.00 was made by John and seconded by Nick. Motion passes. Kendra will tell Les, and Les and/or Kendra will communicate the exact date to the owner.

Window A/C Units

John did some research on options. Pros and cons discussed. Size, placement, decibel levels. This will likely become a spec in the future.

Communication ideas

We can get minutes out earlier than in the past. Jess proposes process where minutes are emailed to the Board as soon as drafted. Board reviews/makes edits and then does an email vote to approve. We will try this. Kendra to text Board when minutes are out.

"Report from the Board" communication in newsletter

Jess will gather ideas from the meeting discussion and email out ahead to put on

June agenda

Process for identifying and reporting violations – (TABLED)

ADJOURN TO EXECUTIVE SESSION – 9:00pm

Next regular Board Meeting: Wednesday, June 29, 2022