



BOARD OF DIRECTORS MEETING

Wednesday, June 29, 2022

Pittsfield Village Board Members Present: Ellen Johnson (EJ), Jessica Lehr (JL), John Sprentall (JS), Nick Olivero (NO) and Joy Knoblauch (JK)

Committee Chairs Present: Brian Rice

Associa / KT Management Present: Kendra Zunich, Dave Walke

Co-Owner(s) Present:

Claire Groshans, Douglas Peterson, Erin Brightwell, Kat Irvin, Linda Ross, Laura Decicco

Co-Owner Open Forum: none

Call Meeting to Order: 6:14pm

Approve Agenda

- Continuing business - JL moves to table 8b and 8c security camera discussion and asphalt; add Communications
- NO moved to approve agenda, JS seconded. Motion passes

Approve Previous Meeting Minutes

See Approved Motions through Email

Committee Reports

Landscape –

- Minutes reviewed
- KZ notes on continuing business and new, including Garden Marker tours, and removal of buckthorn which is paid for but not completed yet. Ideally early July with notice to residents soon.
- JS notes garden marker participants seem in good shape

Modification & Maintenance - *Minutes submitted and reviewed*

- EJ reviews maintenance and modification committee report
- 2382 Fernwood – Basement egress window needs correction in the MM minutes



2801 Pittsfield – Pergola EJ concern that rain fall on the grass not the houseside

- 2318 Parkwood – Gutters installation on front and back upper roofs

Approved Motions through Email

Motion to ratify the email vote for pool rules (NO moves, JS second). Motion passes

Kramer-Triad Report

- Notice a "hot market,"
- Delinquencies stable
- Work orders picking up
- Roofing and gutters getting completed but a bit delayed from hope of end of May completion. Staffing shortages affecting contractors.
- Do not have consulting contract secured yet for Foundations work
- Deck staining completed.
- Painting different because of PPE for lead paint, so hoping to do Pittsfield at the end of August due to the heat
- End of year financials waiting for some materials from banks regarding April and May statements.
- Meeting packet includes maps of preventative maintenance
 - Service Drop Upgrade Tracker Map: some question about the colors for status
 - Sewer stacks are iron and can fail, crack and need to be replaced.
- JS wonders if the smoke test by the city will give info that is helpful to us, about leaks. David Walke says he thinks not.

Continuing Business

- a. **Governing Documents Amendment Wishlist** - 9 items – Intent is to do this in the next budget year (no longer tabled). Have kept wishlist to remember what to consider for the process
 - Group discussion of what the various wishlist items are. Amendment required to be eligible for FHA (must remove leasing restrictions). This was the original driver for considering amending the docs & board started keeping a list of other areas that arose which would require amendments. For example, Deck extension, for now can only be 10'. Can't have clotheslines without amendment, etc. Way that fees for



each unit is calculated is quite complex – hoping to simplify here as well.

- This year we hope to go forward with this process, and have budget for the legal counsel to advise us on the issues and what are the steps to bringing that forward.
- JL reviewed her notes on the Zelmanski, Danner, Foritto proposal. JL imagines we would host any virtual community meetings so not need to pay them for that. Notices examples of things that would incur extra fees, final changes are not explicitly covered in the proposal – assume we need to reflect those ourselves after the vote.
- Linda Ross suggests forming an ad hoc committee of villagers to pursue these changes. Also suggests that 3 hours is too long – see if Legal would be ok with more shorter meetings.
- Allow 60 calendar days to draft amendments after changes are proposed.
- We need guidance on timeline to get to endpoint, consider
- JL moves to provisionally approve the proposal from Zelmanski, Danner, Foritto for 8k given there is flexibility about timeline for completing the work covered in the contract. JS seconds. Motion passes

b. Community Building Parking Lot – tabled

c. Policy - Security Cameras – tabled

d. Long-term Planning – Reserve Study Update

- Will be \$150 to update Reserve study. Board plans to do this – just need to nail down the changes
- Kendra to send Reserve Study to Joy
- ACTION. Jess will send out most recent version of Long Term Planning spreadsheet and send bullet points to everyone re: changes. Then we will do an email vote to move forward with the amendment (including actual changes)

e. City of Ann Arbor- Drainage Study Update

- Board members to send Kendra July/Aug availability for July and August meetings. She will use to schedule meeting with Troy Baughman. Use doodle poll to narrow as needed



f. Communications

- JL on how can we use the newsletter more?
- JS suggested we add seasonal no nos article in an upcoming newsletter
- Discussion of process to come up with bullet points of each Board meeting for newsletter – can this be discussed via email vs. a separate meeting?
- Could we move the board meeting to the third week vs fourth so that there's time to get minutes out and updates from the board meetings can be added? We currently don't have enough time to get the information formatted and into the newsletter.
 - i. JS motion to change meeting from 4th to the 3rd Wednesday of the month. NO seconded then all in favor. Motion passes.
- JK can we also change the time on the website calendar to accurately reflect a 6:00pm start for Open Forum
- LR suggested on chat that we add this change to the newsletter.

New Business

a. Chimney Proposals from RP Construction and Perkins (also covers agenda item b)

- KZ notes that the cap and crown mean the same thing.
- Because Perkins fee is lower we could add the work on another unit.
- KZ notes none of maintenance crew has experience with either vender so no known reason to not go with the more affordable one.
- DW notes Perkins spent more time looking at the actual chimneys on visit.
- JS asks if there are references? KZ notes her family contact has worked with them before and that we had trouble finding someone to take on the work.
- JS do we need an inspection from the city? If so let's go with Perkins.
- JS moves to accept the bid by Perkins for five units at a total of \$36,325. NickO second. All in favor. Motion passes.

b. See notes from a

c. Dynamic Drains – Sewer Line Proposal

- DW indicates it's part of a city project with cameras in lines as part of their checking the sewer lines and the smoke testing.
- Discussion and disagreement about the reasons and roles and timing with regard to the city.



- Kendra to check with Troy Baughman whether this program is something we might cover in a meeting with him as well
- JS move in favor of approving these sewer repairs for \$3,750 each and funnel these questions to Troy. NO seconds. Approved. Motion passes

d. DCAM Concrete Proposal

- JS made motion to accept DCAM proposal seconded by JL. Motion passes

e. Resale Inspections

- Board would like to have a policy around resale inspections.

f. Window A/C Units – Tabled

g. Rain Gardens

- Jessica is proposing we take advantage of free county program to proactively evaluate spaces for rain gardens as part of Foundation project.
 - i. Recommendation from Susan Bryan (Reference), County Rain Garden Coordinator:

"Given that we are likely to be making a lot of foundation investments over time, Susan recommended that we have a proactive project to have the County come out and evaluate the units on our foundation list with staff. Her advice was that "water will always win" - so foundation work without dealing with sources of water effectively will result in more foundation work down the line. She also said that there may be less expensive proactive things we can do at certain buildings to reduce the current water problem while we work on funding the larger foundation projects over time. She also said that there are rain garden options that can be only trees and shrubs to reduce long term maintenance concerns.

Since we are in Washtenaw County the evaluations are a service we can take advantage of from her office for free."



- JS Appalled at the 2 rain gardens put in by Perimeter, who he thinks is told by what plants they can use by W County. Wants to know how much we paid for these perennials.
 - i. JL notes that these rain gardens were part of foundation work. Put in to be in compliance with City requirements (options were rain garden or piping).
 - ii. BR's objection is the implementation and the specific plants. Worried they won't survive, invasive garlic mustard seems to be present.
 - iii. KZ One garden is on Oakwood, because footing drain tile was missing (Association responsibility) to a rain garden was used. The other is Fernwood and Parkwood paid for by co owner who just wanted a sump pump.
 - JL notes we have budgeted for 5 more foundation projects this year, some may also require similar remediation. Good reason to be proactive about evaluating spaces for potential rain gardens and getting a plan in place that can be discussed/vetted between Board, Staff and Committees.
 - JL Rain gardens are an area water flows to with deeply rooted plants. And that Susan Bryan suggested that a tree can be a rain garden. JL will send notes from conversation with SB to Committee chairs to get this on the radar of the committees (send to Brian Rice and Lisa Lemble).
- h. Signage
- JS various violations that we have chosen to ignore.
 - Signage attached to building or impeding structures in some way is not ok. Do we consider being more lenient about signage in garden beds (similar to putting signs in windows being allowed)?
 - JK suggests we talk to the community.
 - Discussion: do we change the rules? Let people know we will enforce the current ones while gathering feedback and making changes so that we have a rule that is a better fit for our community?
 - JL suggests we add to the newsletter a request for feedback?
 - Ellen to look into how other communities handle getting feedback. Will put together a poll and a newsletter article.
 - LR suggests we put the info about TownSquare the platform into the newsletter



ADJOURN TO EXECUTIVE SESSION – 8:58 p.m.

Next Board Meeting: Wednesday, July 20, 2022 at 6pm