



Pittsfield Village Condominium Association
Board of Directors Meeting
Wednesday, August 28, 2024
Minutes

- **Board Members Present:** Ellen Johnson, David Brassfield, Linda Ross, Jessica Lehr
 - **Board Members Absent:** John Sprentall
 - **Kramer-Triad Management Staff Present:** Kendra Zunich, Tracy Vincent, Ryan Pustay virtually.
 - **Community Members Present:** Brian Rice and Theresa Moore, committee Chairs, Su Hansen.
 - **Community Members Present Virtually:** Dawn Schoelle, Erin Brightwell, Michelle O 'Grady.
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1. Call to Order

Call to order at 6:08 pm by Ellen Johnson

2. Approve Agenda

- Add Vine Policy Proposal and Flowerbox Awards to Landscaping Committee Report
- Items to table: A-D & I under Continuing Business
- Motion to accept as amended was made by David, seconded by Jessica. Motion passes.

3. Open Forum

- Theresa Moore: Mentioned that from UM Flint: native plant & lawn study article. Theresa wanted to bring this to the Board's attention.

4. Approve Previous Meeting Minutes – July 31, 2024

- Changes submitted by David Brassfield (see memo) will be incorporated into the minutes.
- Motion to approve as amended according to these corrections was made by Linda and seconded by David. Motion passes.

5. Ratify Votes Made via Email in August

6. Committee Reports

Landscape Committee, Theresa Moore

- Meeting notes submitted for Board review.
- Lots of money being spent on overgrowth, diseased, dying plants to the tune of \$8K. Buckthorn, Ivy, etc., discussion.
- Window Box Awards – only those who participated in the Flower Giveaway are eligible. Discussion. There will be information in the September newsletter with the winner announced in October.



- Ellen requested the “motion passes” be added to approved items.
- Ellen asked for some clarification on a couple of the resident requests.
- There is \$2,500 in Watering budget: request to reallocate to plantings or another expense line item. Motion to reallocate this amount elsewhere in the landscape budget, made by David and seconded by Jessica. Motion passes.

M&M Committee, Lisa Lemble

- Meeting notes submitted for Board review.
- David inquired about units with downspout and gutter installations. Board agreed that this would be a good area for a spec and also acknowledged that M&M is down to three people right now so doesn’t have a lot of bandwidth to get to this shorter term. Discussion
- Generator requests could be an issue and should be addressed.

Go Doc Committee – no meeting in August

7. Kramer-Triad Report

Manager’s Report

- A. Sales report recap -14 sales YTD
- B. 48 rentals
- C. Community notices recap
- D. Delinquencies are down a bit.
- E. 101 closed and 107 open work orders in July
- F. Project updates
 - a. Citi roofing – last round of roofs.
 - b. Deck staining done for the summer.
 - c. Painting will begin soon.
 - d. Foundations ongoing
 - e. Snow removal contract will be reviewed tonight.
- G. July financials were emailed to the BOD tonight.
- H. 20 lounge chairs have been purchased for the pool! Great deal at Home Depot.
- I. Maintenance maps are constantly updated.

8. Unfinished Business

- A. A2Zero / OSI – Jessica reported that Jordan is working on a Standard Operating Procedure (SOP) document to define how we all work together. This will be provided to everyone for feedback. OHM meeting feedback. Home energy rebates were clarified. Home energy audit program through OSI – residents can register. We should let them know that we do want to be a part of this. discussion. Kendra asked that when SOP are established, when will we meet as a group/community? Jessica took this as an action item to raise to Jordan.
- B. Pool Rules – Ellen made edits. There are no substantial changes in the document. Motion to adopt the newly revised rules and regulations (8-28-24) was made by Linda and seconded by David. Motion passes.
- C. City of Ann Arbor Project – we will put something in the newsletter and a link on the website which will be kept current. Discussion.

- D. Leave the Leaves Pilot Project / Erin Brightwell: pilot proposal, form and evaluation guidelines were sent to the board last Friday. Highlights:
- a. Document was changed to emphasize only naturally occurring leaf drop. No leaves from the yard can be moved into the beds intentionally.
 - b. Discussed success criteria
 - i. Participants are happy
 - ii. Make sure non-participating units are not inconvenienced.
 - iii. Minimize disruption for landscape crews and staff.
 - c. Make sure there is an OPT-OUT option.
 - d. Staff delivers markers, residents return them. Decided on red markers.
 - e. Costs: there should be no additional costs, but it's possible. Erin will write something into the evaluation and keep records.

Motion to approve the LTL Pilot proposal was made by Jessica and seconded by Linda. Motion passes.

- E. Front Garden Bed Paver Specification: discussion. 6 ft wide and 4 ft from the wall is David's suggestion. The point of this is so you can roll your trash carts out and to the existing sidewalk, and not across woodchips. Size, look, and construction of it are the points to focus on. Let's see how Richard's pavers hold up through the winter and revisit this. dealing with roof/rainwater discharge is another issue to consider.

9. New Business

- A. Margolis Snow Removal: Linda raised some questions around the history of the City agreement and concerns around how any of our costs are rising. The contract was bid out to 3 parties but 2 did not bid. Discussed why the community moved to this model, and why we are happy with Margolis. Our relationship and the communication Dave has with Margolis is valuable. David moved to accept the contract presented. Jessica seconded. Motion passes.
- B. Dynamic Drains Sewer Line at 2330 Parkwood: this one involves cutting up the street and the sidewalk. They have to get a variance from the city to perform this work. estimate totals \$7,056.00. David motioned to accept this estimate. Linda seconded. Motion passes.
- C. Community Dumpster – fall. Cost in the spring was \$522.00. Let's see how this goes and budget fully for next year (2x). Motion to proceed with this expenditure was made by David and seconded by Jessica. Motion passes.
- D. Citi Roofing Proposal: 26 units and 2 bathhouses + solar powered vent installation. \$254,385.76 total contract proposal. Budget is \$260,000.00. Motion to accept this proposal was made by Jessica and seconded by Linda. Motion passes.

10. Adjourn to Executive Session at 8:04 pm.

11. Next Meeting: Wednesday, September 25