



## **Pittsfield Village Condominium Association**

Board of Directors Meeting

**Wednesday, March 26, 2025**

### **Minutes**

- **Board Members Present:** Ellen Johnson, John Sprentall, David Brassfield (online), Linda Ross, Jessica Lehr
- **Board Members Absent:**
- **Kramer-Triad Management Staff Present:** Kendra Zunich, Tracy Vincent, Ryan Pustay (online).
- **Community Members Present:** Joann Constantinides.

#### **1. Call to Order**

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Call to order at 6:01 pm by Ellen Johnson

#### **2. Approve Agenda**

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Items A, B, C under Continuing Business are tabled.

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

#### **3. Open Forum**

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a. Joann Constantinides re: letter about roaming cat

b. **OSI – Jordan**

- Pittsfield Work Plan Draft was shared with the BOD.
- Projects need approval by the BOD and OSI to proceed
- The first project is to develop and begin outreach in the PV community. This can be accomplished by:
  - Door to door canvassing
  - newsletter outreach
  - social networking platforms
  - build an Engage A2 Platform page-
  - ⇌ Update PV website
- The second project is to coordinate with the Home Energy Advisors team to develop and share a neighborhood profile.
- In-person community event to celebrate the collaboration between OSI and PV will be planned and promoted
- Work with DTE is still on the table for the future. Jordan will let us know when they are ready to have this conversation.
- 1. Motion to approve the workplan outreach plan in the community made by Jessica Lehr, seconded by John Sprentall. Motion passed.
- 2. Motion to approve the workplan item for OSI to coordinate with the home energy advisor team to develop and share a neighborhood profile from the EA finding made by Jessica Lehr. Seconded by John Sprentall. Motion passed.



3. Motion to approve the workplan item to hold an in-person community event to celebrate the collaboration, gather community input and provide updates made by Jessica Lehr. Seconded by John Sprentall . Motion passed.

#### **4. Approve Previous Meeting Minutes – March**

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Under “water meter transition” remove the second bullet point. Motion to approve the final edited version as presented was made by Linda and seconded by John Sprentall . Motion passes.

#### **5. Ratify Votes Made via Email**

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1. Motion to ratify the vote for Homespec’s proposal for \$29,809.25 at 3455 Richard made by John seconded by Jessica. Motion passed.
  2. Motion to ratify the vote for Homespec’s proposal for \$32,655.01 at 2637 Pittsfield was made by John and seconded by Linda. Motion passed.
  3. Motion to ratify the renewal for Property Insurance for \$111,133.38 was made by Jessica and seconded by John. Motion passed.

#### **6. Committee Reports**

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##### **Landscape Committee, Theresa Moore**

1. Flower Giveaway discussion; layout of tables provided
2. 3 question ½ page survey created

##### **M&M Committee – no report**

##### **Go Doc Committee – no meeting in March**

#### **7. Kramer-Triad Report**

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##### **Manager Report Recap – Kendra Zunich**

1. Sales update
2. Routine communications were sent from office
3. Delinquencies are still high
4. Work orders have doubled since February.
5. Gutters complete.
6. Deck staining begins in June
7. Painting is progressing
8. Concrete will be bid as needed

#### **8. Unfinished Business**

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##### **Consent to Alterations Document:**

- attorney communication was received.
- Who pays? Per legal, the Association pays for filing costs.
- wording must be added to specifications. This exists in our Solar Spec, but not elsewhere.

- Motion was made by Jessica that we engage legal to draft a template. Motion seconded by John. Motion passes.

#### **City of Ann Arbor Improvement Project Update**

- Ryan updated the BOD on what's been happening according to Gustav, the foreman onsite.

### **9. New Business**

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- **Meadows Maintenance Plan**
  - Entire packet from last November was provided to the BOD by Kendra.
  - Board is tasked with a future maintenance plan. Discussion.
    - Mow or burn?
    - Path through?
    - Plantings / plans and prioritizing
  - Costs:
    - short-term
    - annually / on-going maintenance. We may need to consider a maintenance plan for this year.
  - Name what used to be "meadows" to something like "special project areas".
  - Jessica proposed to allocate funds take out the original planting and transform them into additional experimental areas with lawn alternatives that will not have herbicides. Superior's scope of work cost is \$1750. BOD agrees not to exceed \$2,500.00. Motion by John to accept. Jessica seconded. Motion passed.
  - Jessica is also proposing that we ask landscape committee to continue to explore landscape alternatives to bring us to a more sustainable future. Board discussed value of identifying additional small experiments that help us learn and inform a future Landscape Master plan.
- **Perkins Chimney Proposals – Kendra, Ryan**
  - Repairs at 2815, 2821: \$14,145.00
  - Replacements / rebuilds proposal came in at \$ 72,625.00
  - Discussion. Needed repairs and replacements go beyond what we have budgeted. Staff has identified the worst chimneys for now.
  - Some concrete budget could be reallocated, given the City Improvements project going on over the next two years.
  - Motion to accept the full proposal from Perkins for repairs @ 2815-2821 PF and replacements 3516-22 EW and 3433-39 Richard totaling \$72,625.00 was made by John and seconded by Jessica. Motion carries.
- **Annual Meeting final discussion.** Agenda and reports are complete and were mailed to the community.

**10. Adjourn to Executive Session at 8:57 pm.**

**11. Next Meeting: June 25, 2025**