

CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

Monday, April 15, 2019; 6:00 p.m.

Canton Human Services Building, 50430 School House Rd., 2nd Floor Conference Room

1. **Call to Order and Roll Call**

President Barb Babut called the meeting to order at 6:00 p.m.

Present were Directors Ms. Barb Babut, Mr. Michael Kyle, Ms. Monica Wolfson, Mr. Leland Ropp, Mr. Jason Abate, Ms. Karen Davis, Mr. Mike Sielaff

Absent: Mr. Tim Bojanowski, Mr. Rick Miller

Present for management: Jeff McDuff, Site Manager and Dan Herriman, Herriman & Associates, Inc., Management Agent

2. **Approval of Agenda**

Director Davis moved and Director Babut seconded to approve the agenda as published. The motion was unanimously approved.

3. **Co-owner Comments**

There were no non-director Co-owners present.

4. **Approval of Minutes of Preceding Meeting(s)** (March 18, 2019)

Director Ropp moved and Director Babut seconded to approve the minutes of the meeting of March 18, 2019. The motion was unanimously approved.

5. **CHV I and CHV II - Review of Preceding Month Financial Report**

Director Ropp presented an overview of March and year-to-date financial results for both CHV I and CHV II. The financial reports reveal that:

CHV I experienced a negative variance in February, in comparing actual operating results (including reserves transactions) to budget, of \$233. For the year-to-date period, the variance is negative by \$95. Operating equity as of the end of the month was \$60,426 and reserve fund equity was \$627,929.

CHV II experienced a negative variance in March, in comparing actual operating results (excluding reserves transactions; there were no material variances in reserves transactions) to budget, of \$2,140. For the year-to-date period, the variance is negative by \$5,746. Operating equity as of the end of the month was \$43,277 and reserve fund equity was \$(15,213), marking the first time since 2013 that the sum of both equity funds was positive. CHV II's year-to-date negative variance is largely explained as follows. Ten owners paid off their proportionate share of debt after the 2019 budget was approved but before January 1, 2019. Such proceeds were applied to the principal of the Association's loan balance in 2018. As a result, monthly assessment income in 2019 is \$1,290 (ten times the \$129 per month reduction) less than budget.

Director Wolfson moved and Director Sielaff seconded to approve the financial reports. The motion was unanimously approved.

6. **CHV I and CHV II - Committee Reports, if any**

There were no committee reports.

7. **CHV I and CHV II - Management Report**

Mr. McDuff highlighted several items from his recent weekly reports to the board. Mr. Herriman provided an overview of other current matters. Both provided additional information on "New Business" topics.

In light of legal counsel's and management's recommendations to address the roadway easement payment obligations of River Hill Ridge to CHV, management has deferred the purchase of two traffic counting devices for use in estimating the number of vehicles that enter CHV from River Hill Ridge, for the purpose of substantiating RHR traffic on CHV roads in order to determine an appropriate charge for RHR's easement rights to use CHV roads.

8. **CHV I and CHV II - Unfinished Business**

8.1 Complaint to Quiet Title – Unbuilt Units 148-157 (update)

CHV II Empty Lot – Unbuilt Units 148-157: Makower attorney Todd Skowronski filed a lawsuit against Bank of Ann Arbor, the actual "owner" of these former unbuilt units, on behalf of CHV II, to quiet title to the "lot". This is a prerequisite to CHV II taking title to the property.

8.2 River Hill Ridge - Construction Traffic Issue (update)

Makower attorney Ed Lee sent a letter to Pulte Homes on April 10, 2019 to ask Pulte to direct its River Hill Ridge contractors and subcontractors to utilize Ridge Road for access to and from the RHR property and that Pulte take any other appropriate measures to prevent construction traffic from using the roads in CHV.

Jeff McDuff will continue to take photos of construction traffic.

8.3 River Hill Ridge – Roadway Easement Payment Obligations to CHV

Makower attorney Ed Lee reported the following: As far as cost sharing is concerned, Article VI, Section 6.5 of River Hill Ridge's Master Deed states:

*The Access Easement, established by Article VII(b) of the Master Deed of Cherry Hill Village, is a General Common Element appurtenant to all Units in the Condominium. The Access Easement provides Unit Owners with access to certain public streets over and across the private streets in Cherry Hill Village. Pursuant to Article VII(b) of the Master Deed of Cherry Hill Village, **each Owner of a Unit in the Condominium shall pay a pro rata share of the cost of insurance, maintenance, repair and replacement of the portion of the Cherry Hill Village streets that are used for ingress and egress by Units in the Condominium, which share shall be determined pro rata according to the total number of dwelling units using such portion of the Cherry Hill Village streets. The pro-rata share of the cost of insurance, maintenance, repair and replacement of the Access Easement is an expense of administration that the Association shall collect from all Unit Owners and remit to the Cherry Hill Village association of owners.***

Mr. Lee is working to create a cost-sharing agreement satisfactory to CHV.

9. **CHV I and CHV II - New Business**

9.1 CHV I and CHV II Contract Issues

9.1.1 Mr. McDuff presented bids for CHV II dryer vent cleaning. Director Davis moved and Director Ropp seconded to award a contract to Dalton Environment to clean dryer vents at CHV II for its quoted price of \$7,370. The motion was unanimously approved.

9.1.2 Mr. McDuff presented information about creating dog waste stations. Director Ropp moved and Director Sielaff seconded to award a contract to Turd Burglar Scoops to install and service three dog waste collection stations. Its price for installation is \$1,590. Its price for collection is \$25 per month for two collections each month. The motion was unanimously approved.

9.1.3 Mr. McDuff presented information and bids for concrete replacement work at both CHV I and CHV II. Director Ropp moved and Director Babut seconded to award a contract to Driveways Pros to remove and replace concrete as specified. Its price for CHV I common sidewalks is \$5,471.52; its price for CHV II sidewalks is \$24,004.70. The motion was unanimously approved.

10. **Directors' Remarks**

11. **Next Meeting**

The next Board meeting shall be Monday, May 20, 2019 (third Monday) at 6:00 p.m. at Canton Human Services Building.

12. **Executive Session** (there was an Executive Session)

The meeting was adjourned at 7:25 p.m.