

CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

Monday, May 20, 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 6:05 p.m.

Present were Directors Ms. Barb Babut, Mr. Michael Kyle, Ms. Monica Wolfson, Mr. Leland Ropp, Mr. Jason Abate, Mr. Tim Bojanowski, Ms. Karen Davis, Mr. Rick Miller, Mr. Mike Sielaff; Absent: Mr. Michael Kyle

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

2. **Approval of Agenda**

Director Ropp moved and Director Miller 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)** (April 15, 2019)

Director Miller moved and Director Bojanowski seconded to approve the minutes of the meeting of April 15, 2019. The motion was unanimously approved.

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

Director Ropp presented an overview of April 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 April, in comparing actual operating results (including reserves transactions) to budget, of \$550. For the year-to-date period, the variance is negative by \$646. Operating equity as of the end of the month was \$60,266 and reserve fund equity was \$638,111.

CHV II experienced a positive variance in April, in comparing actual operating results (excluding reserves transactions; there were no material variances in reserves transactions) to budget, of \$5,159. For the year-to-date period, the variance is negative by \$587. Operating equity as of the end of the month was \$46,055 and reserve fund equity was \$10,071, marking the first time since 2013 that reserve fund equity was positive. CHV II's year-to-date negative variance is more than 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 Babut 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**

For the ADRC, President Babut reported there have been 23 applications to date with only one currently pending.

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.

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

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

Makower attorney Todd Skowronski filed a lawsuit against Bank of Ann Arbor, the former “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 May 17, 2019 to thank Pulte for directing 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. Such letter was a follow-up to Mr. Lee’s letter to Pulte Homes on April 10, 2019 and his follow-up telephone conversation with Pulte’s David Graham on May 7, 2019. 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 sent a letter to Pulte Homes on May 17, 2019 to follow-up with Pulte’s David Graham on their telephone conversation of May 7, 2019 regarding the use of CHV roads for ingress and egress by River Hill Ridge homeowners and River Hill Ridge’s obligation to share in the expenses relative to maintaining, repairing and replacing the roadways in CHV. Mr. Lee invited open dialogue as a prerequisite to drafting a proposed agreement. 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 tree planting and related services. Director Ropp moved and Director Sielaff seconded to award a contract to Greenlawn Landscaping for certain tree root ball removal, stump grinding and the planting of 40 trees with tree watering service for the quoted price of \$21,586, except management is to negotiate a price reduction to \$20,900. The motion was unanimously approved. Greenlawn owner Brian Frasier is to be thanked for his firm’s service to CHV and for his assistance with the details of the bid specifications for this specific project.

9.1.2 Mr. McDuff presented information about alternative bid alternatives to improve the Jackson Road asphalt. The consensus amongst Board members was to competitively bid 1) repairs only, and 2) mill and overlay for both a) Jackson from Denton to Buchanan, and b) the shorter distance of Jackson from Taft/Buchanan to Taft/Taylor.

10. **Next Meeting**

The next Board meeting shall be Monday, June 17, 2019 (third Monday) at 6:00 p.m. at Canton Human Services Building.

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

The meeting was adjourned at 7:10 p.m.