

PHCA Board Meeting

March 9, 2004

Present: Albin, Carlson, Cook, Horensky, Paulson

Absent: PVHM - Vandeboss

Meeting was called to order at 7:35 p.m. by Ann Paulson.

Minutes for the March 2 Work-Study meeting were approved.

Financial business – Art Albin

- The Board **accepted** the Final 2003 Reviewed Financial Statement. Previously reviewed the Finance committee, the Final Statement will be presented and reviewed at the PVCA Annual Meeting in May.
- The Finance committee presented its new policy for competitive bidding for services and products. For Operating Budget Items and Major Repair and Replacement Items over \$10,000 annually the process will include: collection of 3 sealed bids, review and recommendations by the Finance committee, Board selection and approval of vendor/contractor. The Board **accepted** the new policy as written.
- The Finance committee recommended five changes to the Operating and Major Repair and Replacement Fund budgets based on the 2003 final actual costs. The Board **accepted** the budget changes as presented.
- In response to a recent question about the PVCA's liability coverage the Finance committee worked with the Burnham Insurance Group to review our insurance coverage. The current \$6,000,000, per occurrence, liability coverage was evaluated as adequate. Based on recent Clubhouse updates, the recommendation was made to upgrade content coverage to \$200,000, at an additional cost of approximately \$400. Coverage for bridges was identified as covering injuries occurring on bridges only, and not physical damage to the bridge itself. The Board **accepted** the recommendations as presented.
- Art reported that January financial results show approximately \$500 to-the-good for the year.

Record retention – George Horensky

George reported that a new policy had been established. He has been reviewing and organizing files provided by Scott.

Committee reports

ACC report – Mickey Cook

- The Board has accepted the ACC response and recommendations on the Nature Center Report on Historical Uses and Land Cover, Natural Features Inventory, and Habitat Enhancement Recommendations. The ACC has developed an Implementation Table containing information related to the 72 Nature Center recommendations which will be used to plan, prioritize, and monitor implementation work. A presentation of the committee's work and the Implementation Table is planned for the Annual Meeting. George Horensky praised the work of the committee and thanked them for their efforts.
- Mickey reported that the ACC had recently completed work on a request for multiple tree removals for a resident and that further action on the matter would be handled by the Board.

CRC report – Ann Paulson

- In their meeting with the Kalamazoo City Commission and City staff Parkview Neighborhood Association representatives, Maria Wertz and Joan Dombrowski:
 - Thanked the City's for its efforts in reconstructing Parkview Ave.

- Expressed concern about speeding by both cars and Metro Transit buses in PVH
- Clarified the reasons for the late leaf removal last fall, and confirmed that the PNA will be kept informed of the leaf removal schedule this year.
- St. Patrick's Day Happy Hour scheduled for Thursday, March 11, from 6-8 p.m.

Management reports

Altman Management:

Mark Mones reported that they were working on converting the hallway and storage area opposite the elevator on the lower level into an office and small conference area. This new area will provide meeting and planning space for rental activities previously held in the common areas of the Clubhouse. As part of the reconfiguration of space around the elevator, the candy machines will be moved and Altman will provide a decorative bench for use by residents.

Parkview Hills Management:

Ann gave a brief update on on-going activities:

- The cause of the peeling paint in the indoor pool has been identified. In testing the pool prior to painting, the composition of the base coat was misidentified and the wrong type paint was applied and is now peeling. The pool will be closed, drained, sandblasted, power-washed, and then repainted. The cost is being covered by the original contractor. While the pool is closed Lyn has made arrangements with the YMCA on Maple Street to allow residents to use their facilities for \$5 per visit.
- Scott is working with Kris Martin from the City to correct problems with the recycling area following the City's change to a new vendor.
- Scott has retrieved documents from 1972 related to the arrangements made with the City and Consumers Power regarding the maintenance and replacement of streetlights in PVH. As replacement costs rise, alternatives may be explored. Scott will continue to work with Consumers on this issue.
- Scott submitted a proposal to repaint, repair, and update the shower rooms leading to the pool area while the pool is closed for repair. Although budgeted for last year, the project has been carried over to 2004, and the proposal contains changes to the original specifications and costs. A motion to approve the proposal was **tabled** and referred to the Finance Committee to seek additional bids for the work. The Board would also like to review the work to be done in more detail.

Walking path update - Mickey Cook and Ann Paulson

Mickey and Ann have received feedback on the path from all condominium associations except the Cliffs and Shores South. They also met directly with Altman Management, the Glens Board, the Glens Board and residents, and the Pines Board and residents. With the exception of Cedar Ridge, the associations have been supportive of the path, either in concept or as presented. All have expressed a desire to see the path "flagged" so that it can be evaluated in more detail.

Questions raised and answered or being investigated include:

- Can the path be less than 5 feet wide, like sidewalks? (Yes, but ADA access requires 5 feet width. Not all parts of the path will be handicap accessible, however.)
- Will the path be considered like a sidewalk and require snow removal? (Larry is looking into this).
- Will utility right-of-ways be a problem? (Not anticipated, but we will look into it)
- Are there restrictions about how the street rights-of-way must be maintained that will not allow the path to use this area? (We are consulting a lawyer on this issue)

- What will happen to the island at the Shores driveway? (That will be worked out with the Shores).
- What about liability where the path is not in the city right-of-way? (This appears to occur where we tie into an existing path, so the liability is the same as for the existing path).
- Does the City need to approve this? (Yes, we will need approval. The original path, from 1995, was approved by the City. The process has yet to be determined.)
- Are curb cuts, tree removal, and landscape restoration included in the cost? (The cost will cover these. How much of the proposed path will be funded in the first phase has yet to be determined)
- Will an environmental impact study be done? (Larry is looking into the requirements)

Based on the feedback they received Mickey and Ann worked with Larry Harris to rework the path's route to address residents concerns and requests. Mickey presented the new route, highlighting some of the changes to the preliminary proposal:

- Elimination of a complete route around Greenleaf Circle, but still maintaining a small circle using Woodstone Drive.
- Moving the path from the inside of Greenleaf Circle to the outside, except for a short portion between Woodstone Drive and the intersection of Greenleaf with Old Field Trail. This change will require more vegetation removal and will cost more to implement, but eliminates a street crossing.
- Extension of the path along the east side of Greenleaf Blvd. to the back driveway of the Shoppes at Parkview Ave.
- Tie-in to the existing path near Willow Lake between the Clubhouse and the Black Swan. This could then be tied-in to any future path around Willow Lake.
- Replacement of the bridge at Cherry Creek with a new structure.

Mickey and Ann plan to meet with the affected parties to discuss the portion of the trail proposed for the inner side of Greenleaf Circle. The new route will also be published in the Warbler for resident review and comment. When the weather permits the new route will be flagged so that residents can "walk" the path visually. Ann and Mickey are available to meet with associations and residents to discuss concerns at any time, and welcome written comments too.

Conclusion

Meeting was adjourned at 8:45 p.m.

Next meeting: Work-Study meeting, April 13, 7:30 a.m., at the Clubhouse.