



Association Management, Inc.

47200 Van Dyke Ave.

Shelby Township, MI 48317

Website: www.amicondos.com

Phone: 586.739.6001 | Fax: 586.739.6006

**SCHULTZ ESTATES II CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS
MEETING - MARCH 19, 2025 AT CMPL SOUTH LIBRARY**

MINUTES

35679 SOUTHBOUND GRATIOT AVE@ 10AM AGENDA

Board Members: Gina Austin, Wendy Callanan, Bert Copple, Patrick Griffis, Denise Valentino

On Site Maintenance Tech: Dan O'Neil AMI Property Manager: Amy Davis

Call to Order and Establishment of quorum.

Present: Gina Austin, Wendy Callanan, Bert Copple, Patrick Griffis, Denise Valentino. Absent: Dan O'Neil

Minutes: Motion by Patrick Griffis, seconded by Denise Valentino to approve the regular and executive minutes from the February 2025 meeting with two corrections. Approved 5-0. Wendy will make corrections to prior month's minutes and get the corrections to Amy.

Financials – motion by Bert Copple, seconded by Gina Austin to approve the February 2025 Financial Report. Status Letters - Forwarded to Board as received. Voted 5-0, approved

OPEN BUSINESS:

42424 SHELDON - Choice Grading issue - \$5,855 apartment complex style common area landscape- review with board. Motion by Wendy and second by Denise to pay the full amount, approved 5-0.

42411 W. ELTON Tree \$900 to remove- Dittman to confirm if there is a safety issue and if the tree is dead or just needs cutback. Board desires to hold for Dittman to confirm safety issue, and if it can be scheduled for next year, we will wait.

42755 SHELDON - door issues and 3 heater addition - estimate - board discussion. Board requested quote on window replacement for the units as opposed to heaters as a permanent fix..

HIGH WATER USAGE - Letters mailed to Bldgs. 20 & 26- LPS sent workorder to inspect all units. Board requested B44, B32, B20, B21, B23 be added to the inspection report.

LEASING PROGRAM -The lease audit is underway for Schultz Estates.

All co-owners on list received an initial lease tracking email with the verbiage on that corresponds with what we

need to verify. They were all asked to respond with either their lease docs or an occupancy status update.

Once we receive all of the info we need per this initial correspondence, we'll compile the updated lease list, send out the annual lease fee notices to those units, and implement the charge to each of those accounts. There are currently 40 units on the list, which is 12.3% of our units. AMI will get the master list to us within the next week.

GARBAGE DUMPING ISSUE - Status of surveillance camera costs. Discuss sending an email blast with recent costs associated with paying for additional cleanup. SimplySafe is being used and monitoring the area.

RUBBISH REMOVAL CONTRACT- Priority Contract ends 8/25 new vendor Car Trucking-end of April, suggestion to have Attorney handle cancellation notice to Priority 60 days certified mail. Board voted to approve the attorney cancellation 5-0.

VINYL FENCING - The property to have vinyl fencing will be 42705 Jonathan Place, and fencing around the maintenance building will be a cyclone fence. The board selected Home Depot for the quote. Dave with HD will be out to provide an estimate for address 42705 Jonathan for vinyl fencing and cyclone fence for the maintenance shed. Allow 1st Choice to quote but we are moving forward with vinyl.

FENCE at 42338 East Leo - 1st Choice completed 10/16/24 temp repair- will need full replacement. 15r CHOICE also asked to quote for comparison on pricing.

BALCONY PROJECT 2025 - estimate from 1st Choice -wood vs. Trexx. Board discussion. Will ask Home Depot to quote balcony replacement with TREX or non-wood product.

PAINTING - Napoleon - awaiting estimate.

DRYER VENT CLEANING- Safety King Estimate 21,23,31 to review with board. Bert Couple makes motion to approve, seconded by Wendy. Approved 5-0.

APT CARPET PAINTING/CLEANING—Building 21 was completed last year. A Selectia estimate is requested for building 31. Requested that AMI request quote from same carpet company and then follow suit, to include the stairwells into the basement.

ROOFING- Review Bruttell estimate on 2025 buildings 10,24,48,49. Obtain an estimate on what remains to possibly do as a larger one-time completion project. Board asked to get the three worse buildings done this year to stay in budget.

CONCRETE - BARRIENTOS - Deposit paid. The contract was signed states 5/5/25 start date. Vendor said they can patch areas that were freshly done and impacted from this past winter.

DITTMAN -Tree Trimming was done 11/24 Billed in January 2025. Schedule of Tasks- trimming every other year. Wendy will do the spring walk with Dittman.

LEAF GUARD GUTTERS on hold.

NEW ITEMS:

! -Attorney to review Matrix - Cost to prepare \$670-\$1,005 for 2-3 hours work. Motion to approve by Wendy Callanan, second by Denise Valentino. Approved 5-0.

2. Review 1st CHOICE Invoice from 2023 - \$14,674 work order completed, unpaid. Board will request to pay half now and half in the fall. AMI will follow-up.

3. Asked AMI to check on a roofing loan that can be done for all roofs and then we can begin building a roof fund and pay off the loan within the annual budget of \$120k. Perhaps even a loan that can be paid off in 10 years and then renewed every 10 years for the next batch of roofs. Or even a line of credit that we can open and pull from and pay down over ten years.

Next Board Meeting Date: April 17th at 10 am

ADJOURNMENT: Motion to adjourn the meeting by Bert Copple, seconded by Patrick Griffis. Voted 5-0. At 11:58am.