

# Oakland Hills Infrastructure Meeting

September 7, 2016, 6:00 PM

**Next Meetings:** **October 7, 2016, 6:00PM – 7:00PM Focused only on the L-T Capital Plan**  
**October 26, 2016, 6:00PM Regular meeting**

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**Facilitator:** Roger Stamper

**Note taker:** Roger Stamper

**Committee Attendees:** Roger Stamper, Carl Dyszkiewicz, Jim Hankey, Bruce Bradley, Larry Shelton, Mike McLean, Jim Hankey, Mary McLean, Dennis Taft

**Not Present**

**Observers** Tim Welsh, Mike Race, Judy Acker

## *Minutes*

### *Long Term Capital Plan*

- Carriage Lights
  - Quotes received by one firm to replace lights. Waiting for another quote
    - Does not indicate if they will inspect a few back lights, which may have similar damage as was detected on the front lights
    - Will need to have a few front porch lights inspected for the same reason
    - Gardner item – ask Bill if any front porch lights have failed
- Curbs / Sidewalks
  - Committee will continue to look for damage and, where appropriate
    - If an association responsible area, evaluate if repairs are needed, or
    - Forward to AVB
- Roof Inspections
  - Gardner working on best practice
    - Ask Calvin / Gardner to identify a resource. Likely these will start year 10 – 12 after each building's installation
    - No update at this meeting

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## *Other Business*

### Sidewalks and Roads

- Street Cleaning
  - Estimated received, will forward to the Board and recommend an annual cleaning in the Spring
  - Flooding sidewalk along Oakland Drive

- For the largest and most problematic flooding area, AVB installed several small drains which after the last hard rain appears to have corrected much of the problem. This will only improve after the grass comes in and Carl will continue to monitor
- However, there is still a problem in the second area which is about 10 yards off of Hollow Creek Trail. No work was done by AVB in this area and consequently, there is flooding and standing water after heavy rains and even after the sprinklers are turned on/off. AVB needs to complete drainage work similar to the other area

## **Siding / Roofing / Doors**

- Cleaning of siding
  - Cleaning of siding as presented by the committee was rejected by the Board
    - Reason was that it is not in the budget
  - Committee continues to believe that doing nothing is not an option
  - Options to now present to the board
    - If it is not an Association expense, then the cleaning should begin now as outlined previously and residents charged
    - If it is going to be an Association expense, include in the 2017 budget and proceed as soon as practical in the spring

## **Signs, Posts, Mailboxes**

- Some signs have been painted the wrong color by Gardner
  - This has been pointed out to Gardner and Calvin is on it
- Mailbox, posts, and sign posts
  - Post guards have been installed where needed
  - Since mailboxes are the responsibility of owners, any maintenance by the committee will stop and the project forwarded to Gardner
- Signs at the Clubhouse were cleaned
  - We do not know who did this. Calvin @ Gardner said he cannot repair or clean signs without Board Approval, and we are unaware of this happening.
  - Mike will follow-up with Calvin to get more details. These signs are schedule to be replaced in the next year or so, after AVB leave the community

## **Clubhouse**

- Carpet Damage
  - Bruce negotiated with the insurance company and as a result, the Association claim was approved for \$9,100, so insurance will pay \$4,100 after the \$5,000 deductible
  - The final approved insurance claim will allow for the reasonable expenses incurred for removing, storing, replacing, and recalibrating the gym equipment. Gardner is working on a quote for this
  - The insurance claim will also allow for the reasonable expenses incurred for removing, storing, and replacing the large cabinets and furniture in the main room. Some of the furniture in the main room is included in Magala's estimate. Their estimate excludes the large cabinets and some of the knickknack furnishings (breakables, etc) as well as any contents within the cabinets. Gardner is working on a quote for this
  - The clubhouse will need to be closed during the work for as much as a week. Notice will be sent to the community when this will occur and the clubhouse will be reserved for that time to avoid any scheduling issues with events

- Magala, if they are used to replace the carpet, has agreed to store any additional carpet purchased in anticipation of laying carpet in the offices and map room
- Mary moved, seconded by Bruce, that only the carpet and chair covers be replaced, using the most cost effective source, with presentation to the Board for the final choice of carpet and chair fabric. The motion was unanimously approved
  - It was noted that volunteers will provide the labor for the chair seat cover replacement

## Pool

- Cracks in the pool are to be resurfaced in Spring 2017
  - Need estimated cost from Gardner so it can be included in the budget
- Mold on deck
  - Recommend cleaning once per year, in the spring
  - From the entrance of the parking lot, around the clubhouse, around the pool, including the deck in back of the clubhouse
    - Clean as needed
  - We have a quote from Hadaway, waiting for Gardner quote
  - Needs to be included in budget

## Other

- Transformer Pad (near the Clubhouse) damage and appearance
  - Gardner has been notified
- Condo Handbook
  - There were volunteers in the meeting who are willing to sync the new responsibilities document with the handbook
  - Steps involved are likely:
    - Approve the Responsibilities Document
    - Redraft the Handbook
    - Get the Association's attorney involved to be sure everything is consistent with the Master Deed
      - If a vote is needed, committee members and residents attending the meeting thought it would be best to put all those issues in front of residents, explain what and why they are structured the way they are, and let residents vote
    - It was thought that it is better to have documents (Handbook, Responsibilities, and Master Deed) that are in agreement, making it as clear as possibly what residents are responsible for, and less likely that there is interpretation which can be disputed

### ***Next Meeting:***

The next meeting will be **Wednesday October 5**, from 6:00 – 7:00 PM in the Clubhouse to discuss the L-T Capital Plan only

The next regular meeting will be **Wednesday October 26**, at 6:00 PM in the Clubhouse