

# Oakland Hills Infrastructure Meeting

November 30, 2016, 6:00 PM

**Next Meeting: Wednesday February 15, 2017, 6:00PM**

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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, Mary McLean, Dennis Taft

**Not Present**

**Observers** Linda Teare, Tim Welch

## Long Term Capital Plan Items

- Curbs / Sidewalks
  - Dennis re-worked letter for Board to send to AVB
  - Board decided to not send to AVB
- Items to consider for the Long-Term Capital Plan
  - Clubhouse HVAC
    - Estimates are now in the LCTP
- Landscape – Sprinkler system inclusion in LTCP
  - Estimates are now in the plan

## Ongoing Maintenance – Operating Budget Items

Most items presented will be waiting for Board approval of budget, at which point plans can be put into place on how best to address the individual issues.

- Carriage Light Bulb Replacement
  - Now that it is an Association responsibility, Jim will order bulbs for committee members to have in inventory for replacement
  - Jim also set up a shared spreadsheet in google docs to track which bulbs have been replaced and who has inventory, to be able to track when more bulbs will need to be ordered
  - Volunteer list sent to community
  - Early results – several units have had bulbs replaced
- Black Staining on Sidewalks
  - Mary leading volunteer effort for Pool and Clubhouse areas. We still need a plan for the rest of the neighborhood.
- Roof Inspections and Roof Cleaning
  - 2018 budget items.
- Swimming Pool
  - Re-surfacing needed this year. Was \$675 estimate approved as an operating expense?
- Sign Maintenance
  - Budget approved, two signs at the main entrance are a high priority.
- Garage Door Maintenance
  - Identify approved repair vendors/sources and communicate to the community.
  - Lube and instructional video are available.

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## **Other Business**

- Clubhouse
    - Mary and Roger to work on Plan for repurposing of office space
    - Tables and chairs similar to those at Walden Woods clubhouse would be good, although their room is larger, so smaller tables would be best
  - Clubhouse Upholstery:
    - Fabric and budget have been approved.
  - Fitness Room Blinds:
    - Not included in the 2017 budget.
  - Flooding over Sidewalk at Oakland Drive
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  - Responsibilities Document, Master Deed and Condo Handbook
    - Master Deed amendment is currently in the hands of the lawyer, working on language and determining necessity for community voting and Board voting. Board will review draft upon receipt.
    - Modifications to the Responsibilities Guidelines completed. Final document approved and inserted in the new version of the handbook(Appendix A).
    - Handbook revisions completed. Final document approved and placed on the Website.
  - Transformer Painting (near Clubhouse)
    - No update
  - Transformer Pad Damage (near Clubhouse)
    - On Gardner open issues list
    - Need volunteer effort to put in a river rock border.
  - Standards for Decks and Patios
    - Larry/Mike will work on wording, recommendations on how to approach problems or issues residents may have. Potentially include vendor list
    - Clubhouse Use/Abuse procedure improvements
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## ***Next Meeting:***

The next regular meeting will be **Wednesday February 15, 2017, 6:00PM** in the Clubhouse