

# Oakland Hills Infrastructure Meeting July 19, 2017, 6:00 PM

**Facilitator:** Mike McLean **Note taker:** Mike McLean

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

**Not Present:**

**Observers:** Jill Rozanoff, Nancy Acker, Mike Race, Ralph Dittmar

## Long Term Capital Plan Items:

- Vinyl Siding - Working on updating the LCTP based on the most recent replacement estimates received from Lyster (Roger Stamper and Larry Shelton).
- Clubhouse Items - Carl Dyszkiewicz explained that clubhouse items (such as appliances, HVAC, A/V, etc.) are not currently part of the LTCP. Tom Welsh suggested that a dollar limit be set and if an item's cost is below that limit it would be charged to the Operating Budget vs. the LCTP. A suggested limit was \$5000. The current A/V system repair is an example where funds may need to come from the Operating Budget, dependent upon Board approval of a minimum capital limit.
- Update for the Board - Carl suggested that we plan to update the board on the latest status of the LTCP in early 2018.

## Ongoing Maintenance – Operating Budget Items:

- Carl Dyszkiewicz reported that no new or unexpected budget variances have occurred since the last meeting. Infrastructure budget items for 2017 are still on track.
- It was agreed that Mike McLean will schedule a dedicated 2018 budget item meeting sometime prior to October.

## Actions Completed (since last meeting):

- Bruce Bradley has completed rust removal/cleaning of the mailboxes and a transformer in the Silver Oak area.
- The Board approved costs to professionally clean the patio and front sidewalk areas of the clubhouse. Also approved was the cost for cement sealer, which infrastructure volunteers will apply after the cleaning.
- Linda Teare has given the go ahead for the infra-team to author community notices regarding dog waste and Christmas lights which will be used as needed. Mary McLean is working on these communications.
- 2017 siding wash has been completed. We had issues with dirty windows on 6 of 37 units. Patriots came back and spot cleaned windows on 4 units. Two owners had success using "J.C.'s" Window Cleaning Service.
- Funds for brighter lighting (new LED bulbs) in the clubhouse were approved at the last Board meeting. Bruce Bradley and Mike McLean worked with Gardner to have the bulbs installed. Comments from residents have been positive.
- The Patio maintenance document was approved by the Board and sent out to the community.

## Major Open Issues:

- Re-purpose of AVB Office: Jim Hankey presented 3-D floor plans showing several views utilizing our existing folding tables and chairs as well as suggested uses for the new space. Mike McLean has submitted sketch and bullet point description of remodel actions needed to (3) different contractors for estimates (Tim Shaver, Dan Markus and Dan Allen construction companies).
- Flooding over Sidewalk – HCT @ Oakland Drive: This was reported as resolved in the last meeting, but heavy rains showed that it is still a problem. Mike McLean informed the Board and Jack Gesmundo responded that AVB would not be addressing this issue.
- A/V System Out of Order: Mike McLean, Larry Shelton and Carl Dyszkiewicz are working with Ed DuBay and KaZoo Audio on replacement and improvement proposals.
- Curbs and Sidewalks: All curbs are functional, issues are aesthetic only. The Board has asked that the committee conduct a survey to identify the worst looking curb sections for possible replacement.
- Cedar Shake Discoloration/Fading: Bruce Bradley and Larry Shelton are working on this issue. Bruce has spoken with Dave Roberts painting (they have painted a unit in a different complex and may be painting more at Barrington Shores). Bruce reported that Dave will come out to take a look and give us an estimate on painting two test units.

## Other Items:

- Volunteer Projects: The following projects were discussed and are in planning stages at this time:
  - Mailbox Cleaning and Painting
  - Garage Door Lubrication
  - Street Sweeping
  - Sign Face Cleaning