

OAKLAND HILLS CONDOMINIUM ASSOCIATION
Board Meeting Minutes
April 5, 2016

The Board Meeting of the Oakland Hills Condominium Association was called to order at 4 pm, April 5, 2016, at Gardner Management Group conference room.

I. Roll Call:

1. Board members in attendance: *Roger Stamper, Jack Michael, Larry Smith, Linda Teare*
2. Gardner Management in attendance: *Ryan Gardner*

II. Reports from Individual Committees

1. **Finance Committee** – Jack Michael presented on behalf of the committee
 - i. Discussion occurred regarding written feedback to the special assessment. It was determined that we will continue with the past practice: The special assessment is to be paid by all who are paying dues at the time the special assessment is due.
 - ii. End of the year financial statement reviewed.
 - iii. Discussion of cost of water features involving pumps. Owners paid extra for lots which include water features; however, the costs associated with these features have been greater than expected. The landscape committee will continue to monitor and attempt to contain costs.
2. **Infrastructure Committee** - Roger Stamper presented on behalf the committee
 - i. Plan for carriage light replacement was approved. Gardner will get bids for replacements to match Phase 3, 4, and 5. Although this is a 3 year plan for replacement, we will review availability to be sure that we will not run into a problem with this implementation plan.
 - ii. Damage of carpeting in the clubhouse is a real concern. This may move the timeline forward for replacement. A big concern is knowing what caused the damage so that we can avoid it happening again. Some though it might be due to winter spikes on a walker or shoe cramp-ons.
 - iii. Roger also presented a more detailed list of items the committee is working on which is available on the website
3. **Landscape Committee** - Larry Smith presented on behalf of the Committee
 - i. Evergreen/Tree Management Program was approved.
 - ii. Yard Waste Program will be implemented this spring. Email sent to community on April 5.
 - iii. The Landscape Committee has been asked by the board to work with Gardner Management to closely monitor the irrigation and sprinkler services to the community, including routine service calls, repairs, and resident service requests. The objective is to minimize extraneous or unnecessary service expenses.
 - iv. Larry also presented a more detailed list of items the committee is working on which is attached
4. **Website Committee** - Linda Teare presented on behalf the Committee
 - i. Committee will be completing the review and updates of areas of the website

III. Old Business

1. Survey – discussion postponed indefinitely.

IV. New Business:

V. Next Meeting –

1. Annual Meeting May 11 at 5:30 at the community clubhouse
2. Board meeting May 11 following the Annual Meeting

VI. Resident Comments - None

VII. Adjournment: The meeting was adjourned at approximately 7:00

**Association Board meeting 4/5/2016
Landscape Committee Report**

1. **Evergreen Management Program:** The first spraying should start in late April. Spraying will be done by Tru Green Tree Specialists. E-mail will soon be sent to residents from the website.
2. **The Yard Waste Program Pickup:** the spring pickup for yard waste will be April 28-29. Brickman will pick up yard waste on 4/29. An e-mail was sent Monday 4/4 from web site; A notation of the City of Portage pick-up for electronics drop-off was included in the message.
3. **Phase 1 & 2 mulch:** mulch is being applied in Phase 1 & 2 Monday and Tuesday, weather permitting. We should consider revising the mulching schedule into a 50%/50% ratio of residents in alternate years instead of the current schedule of approximately a 70% to 30% ratio. This would provide a more even annual mulch expense in the landscape budget.
4. **Tree Replacement:** Gardner Management is soliciting cost estimates for replacement trees (spruce evergreen & maple trees). The Landscape Committee will be involved in decisions on all replacement trees. Gardner Management is currently obtaining estimates of both deciduous and spruce evergreen tree costs.
5. **Water Features/Water Fall:** The waterfall feature from pond 2 & 2A has been running 24/7 through winter. The pump for the waterfall between Ponds #2 & #3 was removed and put in storage in December to prevent freezing. Beginning in August the pump operation was erratic due to insufficient water getting to the pump. The operation was stopped to prevent damage to the pump. At this time there was thought that the cause of the erratic operation was caused by a low water table.

On March 28 there was a meeting of R & A Water Features, AVB personnel, and the Landscape Chairperson. The specific problem has not yet been clearly

identified, but it appears there might be some type of blockage in the main intake pipe. R & A plans to “jett” the pipe and then check the pipe for blockage. It is possible algae or some debris has created an obstruction. If there is a water table issue, or something else requiring costly repair, other options will need to be explored.

Landscape Committee met March 23, 2016. Minutes were posted on web site on March 25, 2016.

**LMSmith
4/6/2016**