
AHCA BOARD MEETING MINUTES

AUGUST 25, 2022

Thursday, August 25, 2022: 6:30 – 8:30 PM – Ig Justyna’s Deck

Board Members in attendance: Carla Charlebois, Thomas Edwards, Sherri Fountain, Ig Justyna. Don Triveline and Emily Whiting, Casa Bella Management Representative, unable to attend.

Review and Approval of Previous Meeting Minutes

- ❖ June 22, 2022 - Review/approve Open Board meeting minutes (5 min)
Approved. Ready for posting. July meeting minutes were already approved and posted.

Financial/Legal/Administrative Overview

- ❖ Casa Bella Management report
 - Neighborhood visit report (5 min)
Not available at this time. Emily to report on this at our next meeting.
 - Legal report (5 min)
Not available at this time; however, a few cases are still being adjudicated by Casa Bella’s attorney on behalf of AHCA.
 - Financial reports, (5 min)
Emily will provide a detailed report to the Board at our next meeting.

Need to know the status of money held in the Money Market account. Prior to Adria’s resignation from Casa Bella discussions had been underway about transferring this money to a CD account (depending on current rates). This is still under consideration and will be discussed at the next meeting.
- ❖ Treasurers report: (5 min)
A preliminary draft of the 2023 budget was reviewed. Further discussion will take place in the coming weeks.

Alteration/Modification Requests

- ❖ Alteration/modification submission/actions: (5 min)
Several requests were approved via email by the Board prior to the meeting.

Board Topics

- ❖ Pond/storm water system inspection by Washtenaw Engineering, 4 visits. (5 min)
Emily will follow up with Washtenaw Engineering to confirm whether they have conducted their first inspection and, if so, request a copy of the initial report asap.
- ❖ Discuss street repair/overlay timing considerations. (15 min)
The Board discussed various options and budget considerations related to crack filling and timing of the mill/overlay project. A registered, professional engineer with a specialty in Pavement Engineering recently performed a site walkover throughout Arbor Hills and judged our roads to be in relatively good condition despite their age. Further discussion is required.
- ❖ Vinyl fence adjacent to Green Road needs cleaning. (5 min)
The Board is considering this as an additional, budgeted item for 2023. Minor repairs may also be required.

- ❖ Quote status and discuss how to maintain vegetation management around detention ponds at outflows, inflows, and risers. (10 min)

The Board would like Casa Bella to obtain an estimate from Twin Oaks and two (2) other pond maintenance contractors for the purpose of clearing debris from inflow/outflow pipes and risers and developing a vegetation management plan and scheduled maintenance. In addition, the Board would like the contractors to maintain clear access pathways to each of the ponds to facilitate inspection.

- ❖ Review any contracts for snow plowing/common area sidewalk de-icing. (10 min)

Emily needs to obtain three (3) snow plowing and de-icing bids (e one from our existing contractor (Budd's) by our September 2022 meeting, so we can accurately budget for this item in the 2023 Budget.

- ❖ Review preliminary 2023 budget. (15 min)

Many items were discussed and particular concerns were raised about the increased frequency of infrastructure-related expenses that must be paid out of the Operating Budget (not Reserves). The proposed budget is still under consideration and will be finalized in weeks to come.

- ❖ Discuss venue options for Annual Meeting, Thursday, 10/27/22. (10 min)

Due to ongoing COVID-related concerns and the fact that schools near Arbor Hills will not allow "outsiders" to use their space, the Board decided to hold this year's annual meeting at Thomas Edwards' home/driveway again. Like last year, a tent will be erected over the driveway to provide shelter and chairs will be rented for the comfort of our residents.

- ❖ Mosquito dunk applications, August application completed on 8/18. (5 min)

The last application will take place in September. Ig will coordinate.

- ❖ Missing street tree, Cromwell and Kilburn Park Circle. (5 min)

The tree on Kilburn Park Circle has been replaced within the past two (2) days. The Board would like Emily to send the co-owner who lives at Cromwell a letter reminding him that the tree facing Cromwell has to be replaced. Street trees must be replaced within three (3) months of removal. The trunk on each new tree must be at least three (3) inches in diameter and a minimum of six (6) feet tall above ground level (once planted).

- ❖ Photocontrol for Ashburnam street lights replaced on 8/20/22.

Ig completed this task. All of the lights along Ashburnam were coming on way before dusk.

- ❖ Aldwych solar street light replacement.

The Board decided this street light pole/light will not be replaced at this time.

Tabled Topics

- ❖ AHCA Web Site, Board group email.
- ❖ Front entrance sign punch list status.

Next Meeting

- ❖ Date TBD – Waiting for Emily Whiting to confirm her availability after reviewing feedback from our Board members.