

# Arbor Hills Condominium Association Board Meeting Minutes – March 2018

**Date:** Thursday March 30, 2018

**Location:** Olga's, 3399 Plymouth Road

Board Members:		Present	Absent
President:	Dennis Stom		X
Vice President:	David Wang	X	
Treasurer:	Rajiv Saxena		X
Secretary:	Thomas Edwards	X	
Member at Large	Steve Haddrill	X	
Management Rep:	Neil Kollipara	X	

A. Call to Order & Roll Call.

B. Approval of Minutes: Approved by Steve, Thomas, David

C. Treasurer's Report: treasurer not present.

- a. Management rep will look into our DTE bills (4) and the City water bill, making sure that the mailing address was changed to the new management company. Our "water" bill is a run off customer charge of \$150.00 per year, billed quarterly.

D. Management Report

- a. Update on Asphalt Crack fill Quotes: one quote from DCAM for \$6455.00. Two more are forthcoming.
- b. Update on Retrofitting Street Lights (HPS to LED) will be getting quotes from Vedder Electric, and Jack's Flood Light.
- c. Update on Light Pole Painting Quotes: the poles, which are fiberglass, will require the appropriate paint; quotes Master Craft Coatings, Perkins, J&B (\$250 per pole).
- d. Date for Spring Site Inspection: Friday, April 13, 10:00AM: we will be inspecting for drains that need repairs, sidewalks, other common elements.
- e. Repair of the Brick columns at the entry way; the contractor (DCAM, Inc.) The area that was hit by a vehicle that needs to be rebuilt – the cost will be \$1,500. Tuck point repairs to the rest of the sign would cost \$675. Insurance will pay for the portion hit by the vehicle. The tuck point needs to be done before winter 2019 to preserve the columns. It is more cost effective to use the same contractor.

E. Old Business

- a. Review 2018 Budget: the Draft budget was reviewed line-by-line, and made some modifications.
  - i. \$1500 for professional consulting fees, (such as Atwell). This will probably not be incurred this year.
  - ii. Accounting (tax return & audit) fee; \$1200. Manager says one may be found for less, perhaps around \$800.00.
  - iii. Landscaping. 3 quotes, see below
  - iv. The draft was approved, with the provision that there will be modifications as contractor quotes are approved.
  - v. Need quotes for street sweeping: RJR and our old vendor C&J, Casa Bella other any others as well.
- b. Discuss Community Survey Results
  - i. Discussed the question regarding the ponds; should they be sprayed with herbicides and/or mowed, or left "au natural", just keeping the drains clear. Most respondents favor the later.
- c. Award Landscape Maintenance Contract
  - i. 3 quotes: Landscape solutions (\$5760), Twin Oaks (\$9450), Canopy (\$14865)
  - ii. Landscape Solutions was selected. The Association has done business with this firm before.

#### F. New Business

- a. March newsletter, approved
- b. For vote items that seem stuck, I propose we have a weeklong review and email vote. Abstain or non-votes count as no or no change?
- c. Letter to neighbor alerting sump pump drainage: manager directed to send the letter.
- d. Landscaping vendor: see above
- e. Entry sign brickwork, see above

#### G. Next Meeting:

- a. Monday, April 30, and open meeting, site to be announced
- b. Thursday May, 24<sup>th</sup>

#### H. Adjournment: about 9:00 P.M.