

Meeting Minutes for June. 5, 2019 AMCA Board Meeting

I. Attendance

- A. **Board:** Lewis, Yost, MacDonald, Ayars, and Lopofsky present. None absent.
B. **Community:** Susan Dejong and Rob Pawloski

II. Minutes – March 19, 2019 minutes approved and posted

III. Treasurer’s Report and Related Items

A. Balance Sheet – Yost

ASSETS	June 5, 2019
Current Assets	
Checking	\$59,301.99
Total Savings	<u>\$14,003.57</u>
Total Checking/Savings	\$73,305.56
Accounts Receivable	<u>\$-3.00</u>
Total Current Assets	<u>\$73,302.56</u>
TOTAL ASSETS	<u>\$73,302.56</u>

B. Budget v. Actual – Yost

<u>Through June 2019</u>	<u>Actual</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total Expense	\$216,796.33	\$224,851.09	-\$8,054.76
Net Income	-\$100,799.16	-\$104,806.49	\$4,006.93

C. Dues collection – Yost

1. Three properties outstanding.
2. **Action Item:** Kurt to draft letters to be sent to delinquent owners

D. CPA Review

1. Yost has been in communication with the accountant and is working to get on her schedule. The review is tentatively scheduled for July.
2. **Action Item:** Yost will continue to stay in touch with the accountant to get the review done.

IV. Pending and Completed Sales

A. Completed

1175 Dogwood Meadows.

- Former owners: Ravi and Samyukatha Chermala
- New owners: David Walton and Diana Haverkate
- Closing date: May 24, 2019

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B. Pending

- 866 Dogwood Meadows

C. Listings

- 1189 Dogwood Meadows Dr SE

V. Common Areas Maintenance

- A. Fountain in front pond. We received an invoice from Winchel for \$629.93. The invoice was more than expected, because Winchel had to repair some damage to the power cord caused by muskrats. The board approved payment of the invoice, as the repairs were necessary. **This matter is closed.**
- B. Islands and curbs on Dogwood Meadows – This issue has been addressed. **The matter is closed.**
- C. Dead or near dead arbor vitae along the walking path between the White's and Koh's – **Action Item: Board will investigate to see what more can be done.**

VI. Tot Lot

Someone defaced (graffiti) the fence behind the tot lot. AMN is considering whether to repair the fence or remove it.

VII. Front Entrance – no issues

VIII. Road Committee Updates

A. Summer Road Project

1. Preconstruction meeting with M&B was held on May 25, 2019

2. See attached summary by Bob Ayars regarding project logistics

B. Crack Sealing

1. Crack sealing walk through occurred on April 4, 2019. M&B advised to go ahead with crack sealing.
2. Chuck Logie took the lead on soliciting bids for crack sealing this year. He requested bids from a number of companies. Two responded with bids. Superior Asphalt bid \$4950, and B&E Sealcoating bid \$8445. The AMRC voted unanimously to accept the Superior bid. Logie communicated our acceptance to Superior.

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3. Superior commended work on crack sealing on or about May 23, 2019.

C. Miscellaneous

A pothole appeared in the first intersection as one enters the neighborhood. Bob Ayars purchased a bag of cold patch and repaired the hole. Thank you Bob for spearheading!

IX. Website

- A. Yost updated the contact information on the website. Thank you Yost!
- B. Lopofsky agreed to take over responsibility for maintaining and updating the website. Thank you Webmaster Lopofsky!
- C. Lopofsky posted the minutes from the last meeting.

X. Requests

- A. **1164 Dogwood Meadows.** On April 10, 2019, we received a request to install a driveway extension and circular patio. On April 13, we responded with a request for additional information. The homeowner responded on April 16 with the additional requested information. The board approved her request.
- B. **7929 E. Dogwood Meadows Ct.** – The homeowner requested permission to relocate a playhouse from its current location (which had generated a complaint, see below) to a new, inconspicuous location behind their home. The homeowner submitted a detailed proposal that (1) showed the new proposed location of the structure, (2) included the dimensions, and (3) contained the homeowner's certification that they had checked with all 10 surrounding homeowners who could conceivably see the playhouse and secured their assent to the proposal. The board previously had photos showing the appearance of the structure.

The board voted unanimously to approve the approved relocation and placement.

XI. Complaints

- A. 1171 Dogwood Meadows Drive – the board received a complaint on or about May 18 about the state of the landscaping at this address. The complaining homeowner was unhappy with the appearance of the property. Several board members went by the property and observed that the beds in the front yard were unkempt and had weeds present. The board sent a letter to the owner, advising him of the complaint, the bylaws, and the need to come into compliance with the bylaws. **Action Item: Scott will follow up with the homeowner.**

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- B. 1175 Dogwood Meadows Drive -- the board received a complaint on or about May 28 about the state of the landscaping at this address. The complaining homeowner was unhappy with the appearance of the property. Several board members went by the property and observed that the beds in the front yard were unkempt and had weeds present. The board sent a letter to the owner, advising him of the complaint, the bylaws, and the need to come into compliance with the bylaws. **The property is in the process of being sold and the Board will continue to monitor.**
- C. 908 Thornapple Club Court – the board received a complaint from an adjacent homeowner that the residents at 908 Thornapple Club Court had installed an invisible fence on the complaining owner’s property. The complaining homeowner also believed that the installation caused her existing underground fencing to stop working. She asked the owners at 908 to move the fence, but they refused. The board advised the complaining owner that if there is a property boundary dispute, the complaining homeowner and the owners of 908 would have to resolve it on their own through legal channels. The complaining homeowner is going to try to resolve the matter with her neighbor. **Action Item: The board will contact the owners of 908 Thornapple Club Court to advise of the complaint and seek their position on the issue. The board will assess the matter once we receive a response from the homeowner.**
- D. 920 Thornapple Club Court – The board received a complaint that this property placed trees that lie, or are encroaching, on a neighboring homeowner’s property. The complaining homeowner is going to try to resolve the matter informally with her neighbor and will follow up with the board if further action is requested. **The Board will continue to monitor the situation.**
- E. 7979 Thornapple Club Drive, SE. The Board has received a complaint that the owners have been storing garbage and recycling containers in the front yard in a very noticeable location that detracts from the appearance of the neighborhood. The Board has also received a complaint that the owners have left bags of mulch or similar substance lying about the front yard for months. The Board sent a letter to the owner asking them to remedy the violations. **The matter is closed.**
- F. Alleged reckless driving and harassment via headlights. A homeowner wrote to the board alleging that a named resident of the neighborhood drove by her “recklessly” with intent to “harm or intimidate.” The complaining homeowner also alleged that the occupants of the same household had been harassing her by leaving their headlights on. The Board responded in writing to both parties and encouraged the complaining homeowner to report any suspected criminal activity to the police immediately. **The matter is closed.**

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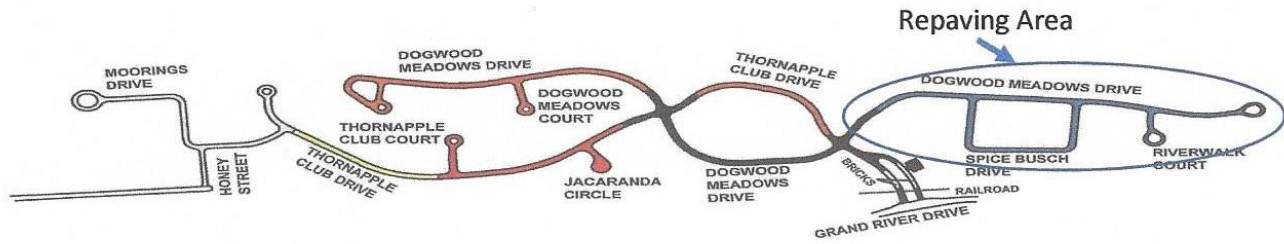
- G. **7929 E. Dogwood Meadows Ct.** – shed complaint. The board continued to work with the owners of this address to address the previously documented complaint about their shed/playhouse. The owners are using the shed as a playhouse, but it is nevertheless a structure that required board approval prior to its construction. The owners requested permission to relocate the playhouse (see above), which the board approved. **The matter is closed.**

- H. Traffic speeds on Dogwood Meadows Drive have become a source of complaints from some property owners. **Action Item: The Board is proposing to add stop signs at the Southeast intersection of Spice Bush and Dogwood Meadows. Further investigation is required.**

- II. **Any other business**
 - A. Idea submitted by Scott to add capability to our Ada Moorings Website if property owners want to submit complaints. This will be investigated further.

- III. **Next Meeting:** September 18, 2019 at 7:30 PM at the front gatehouse.

ADA MOORINGS ROAD IMPROVEMENTS



AREA	IMPROVEMENT TIMELINE
#1	COMPLETED SUMMER 2014
#2	COMPLETED SUMMER 2015
#3	COMPLETED SUMMER 2017
#4	SPRING/SUMMER 2019
#5	TENTATIVELY SUMMER 2021
#6	TENTATIVELY SUMMER 2025

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SEPTEMBER 2018 Job #130183.04

This summer, Ada Moorings will complete its largest road project to date. The entire east end of **Dogwood Meadows (from the first intersection to Ada Moorings Villas, including Spice Bush and River Walk)** will be replaced. The project is scheduled to be begin on 07/08/2019 and complete by 07/26/2019, weather permitting. All sprinklers must be turned off during the project, so as to keep the work area dry. The road will remain open the majority of the time, but you may be held up with some short-term closures of the work area. There will be flag men to control traffic and ensure safety.

When the milling and base course is being done, the road will be closed all day. We will let you know in advance when that is going to happen. Cars must be out of the work area by 7:00 a.m. and will not be allowed back into the area until 7:00 p.m. Parking will be past the first intersection around the subdivision keeping the entrance and first intersection clear. Parked cars must leave 10 feet in front of mail boxes for mail delivery. With all of the cars being parked on the street throughout the subdivision, all owners outside the work area are ask to please park your car in your driveway to make as much room as possible on the road.

On the day the final course of asphalt is laid, cars must be out of the work area by 7:00 a.m. and will not be allowed back in until 24 hours after the paving is complete. This is necessary for proper cooling. If anyone drives on the new pavement before it is set, you may wind up with tar on your car, your driveway, or in your house. If any owners damage the road by using it prematurely, they will be asked to pay to have the damage fixed. Prohibited areas will be clearly marked, and barriers will be installed.

We ask that no large home maintenance projects be scheduled during this three-week period. We cannot have construction vehicles park on the roads. Mail will be interrupted on the days the asphalt is laid. Owners who have a lawn service will need to inform them of the road closures. Please refrain from having UPS, FEDEX, etc. deliver packages during road closures. Our trash service will be notified as well. More detailed info will be coming as we get closer to the start date.

Thanks in advance for your cooperation and assistance.

(OVER)

Phase IV Work Schedule

The following is a more detailed lay out of the specific tasks schedule for the repaving 7/8/19 to 7/26/19. **All sprinklers systems will need to be turned off from the 8th to the 24rd. The milling machine could rip up sprinkler lines running along the street. It would be a big help, if owners would mark the sprinklers heads at the street.**

Erosion Control / Lower Structures / Cold Mill existing HMA 7/8/19 - 7/10/19

The 8th will have flag men controlling a moving work area. Roads will be open.

The 9th and 10th will have all roads close for the milling process. **Owners need to be out of the work area by 7 AM.**

Geogrid Base Reinforcement / Sewer work 7/10/19 - 7/14/19

The 10th could be needed to finishing up the milling. The rest of the day will have flag men controlling a moving work area. The Storm drain is being added to the East end of Spice Bush. The road will be closed in front of 1149 – 1153 and across from 1156. This might expand to adjacent homes depending on the size of the work area. We will keep you informed as we know the adjusted schedule.

HMA Leveling Course 7/15/19 - 7/16/19

The 15th the Base Course will be laid. All roads will be closed and **owners need to be out of the work area by 7 AM.** We could be allowed back in after 6 PM. We will keep you informed as we know the adjusted schedule.

Adjust Structures / Valve box / Drainage Structure 7/17/18 - 7/19/19

The 17th will have flag men controlling a moving work area. Roads will be open.

HMA Surface Course 7/20/19 - 7/22/19

The 20th through the 22nd will have all roads close for the finish course to be laid. **Owners need to be out of the work area by 7 AM on the 20th.** When the last of the asphalt is laid, it will be 24 hours before we may drive on it.

Turf Establishment / Sprinkler Repair 7/23/19 - 7/23/19

The 23rd will have flag men controlling a moving work area. Roads will be open.

Project Clean-up 7/25/19 - 7/26/19

Roads will be open. Just need to be aware of workmen in the area. **Sprinklers may be turned back on.**

If you have received this in hard copy, I don't have you email address. Or it bounced when I tried to send it out. Sending me you address will help keep you informed, as the above schedule changes, in a timely manner. Thanks.

Bob Ayars rsayars@aol.com