

Ada Moorings Condo Association

Meeting Notes for January 23rd, 2023 AMCA Board Meeting – 8:00 PM at the front gatehouse

I. Attendance

- A. **Present:** J. Bowman, J. Yost, D. Wartko, S. Lopofsky & B. Rottschafer, (call-in S. Mulchay)
- B. **Absent: None**
- C. **Villas Representatives** (non-voting): I. Diepholz
- D. **Others:** None

II. Approval of Minutes –

- A. **ACTION** – 11/14/22 post approved minutes to the website (S. Lopofsky)
 - 1. Meeting notes approved, ready for website
- B. **ACTION** – 10/5/2022 meeting minutes not on the website. Please post
 - 1. Meeting notes approved, ready for website

III. Treasurer’s Report and Related Items

- A. 2023 Proposed Budget vs. Actual –
 - 1. Review proposed 2023 budget
 - a. Included the 5% annual increase for Trash
 - b. Included the 3% increase for Lawn care
 - c. Includes Phase 5b of Road Replacement
- B. Good to budget
- C. In 2013, our dues increased to \$795 to cover for road replacements with the anticipation that once roads were complete, they would decrease.
 - 1. Since we have a start on our road savings for Phases 5b and 6, and based on upcoming road repair costs and income from homeowner dues, the financially responsible motion we are able to reduce HOA Dues to \$750/month.
 - a. All present members vote:
 - a. Approve - 6
 - b. Object - 0
- D. Dues collection – to be sent out in February
 - 1. homeowners are paid in full
 - 2. homeowners are on a payment plan and paying as scheduled
 - 3. homeowners past due or delinquent on payment plan

IV. 2023 Annual Homeowners Meeting

- A. Planned for Thursday 2/16
 - 1. Bowman, Rottschafer, Mulchey: not able to be in attendance.
- B. Attempted to reserve the Downtown Ada Library (\$200 for 75 person room) but we found out it wasn’t available.

- C. Plan is to reserve Roselle Park Resource room (\$195; 2hrs) and have a zoom option as well.
 - 1. The HOA Meeting will be at 7:30pm at The Gatehouse.
- D. Need much better tracking who is present and proxies.
 - 1. Homeowner puts their name and address in the chat
 - 2. Board members are encouraged to reach out and obtaining proxies
 - 3. In an effort to ensure we have a quorum, if you are not able to attend, please consider providing your proxy to a neighbor or board member.
 - 4. Complete presentation and send out by 2/9 – J. Yost

V. Action Items from Prior Meeting(s)

- A. Connect with Township and Eastbrook Homes on the ownership of path. Need investigation on who owns this – Ada Moorings North and Ada Moorings Condo Association; Obtain easement documentation.
 - 1. ACTION ITEM: Obtain estimates to replace AMCA Section of that path.
- B. Creation of general documentation via google docs to detail documents that should be cloud based. Letter Templates (i.e. Late dues, complaint response, Agenda, instructions, etc.). Link to gmail account.
 - 1. Pending for Next Meeting
- C. Send letter response back to 915 Dogwood Meadows Dr. SE. No board member has the ability to assess the designation of “dangerous” animal and therefore are recommending contacting county animal control.
 - 1. BEN to distribute letter to board for approval and distribution.
 - a. Complete, awaiting board members response
- D. Formal complaint about work vehicle being stored outside at 1170 Dogwood. (Exhibit A Condominium Bylaws, Article VII section B (ix)). Residential construction going on preventing vehicle from being stored inside. ACTION- J. Yost ask him for a timeline for when he thinks he’ll be able to get the work completed and vehicle inside.
 - 1. Complete.

VI. Pending and Completed Sales

- A. Completed
- B. Pending
- C. Listings

VII. AMRC - Road Updates

- A. 2023 Phase 5b Road Repair bid package has been sent out to 3 bidders (Superior Asphalt, A1 Asphalt, and Rieth Riley Construction) that includes the “Main Proposal” for Phase 5b and an “Alternative Items” section for Front Entrance removal of the brick pavers and replace with asphalt. Minimum likelihood of the “Alternative Items” section but we’re getting the cost established.
 - 1. Responses to bid package due 1/25/2023
 - 2. Tentative Award: Tuesday, February 14, 2023

3. Start Construction: No sooner than June 12, 2023
4. Complete Construction: No later than August 15, 2023

B. 2022 Road Repair “Punch List” – No response from communication went to Michigan Paving & Materials Co. on 8/10 from M&B after Road Committee meeting letting them know that we’re continuing to withhold the \$17,341.32 and that we’d be willing to release partial payment if they could complete the repairs that did not require the infrared machine (puddling areas) which has been the hold up. We gave them until 6/15/2023 to complete those repairs. If they could not complete both, we notified them that we would be keeping the remaining balance and contracting an alternative vender. To date, there has been no response.

VIII. Common Areas (Cul-de-sac’s & Front Pond)

IX. Website

X. Tot Lot

- A.** Proposed budget included \$5,000 of capital improvement funds to replace the Tot Lot edging. TCOG (Chuck Logie) has pushed back requesting a proposal to just replace/repair the edge vs. the whole area for \$5,000
- B.** Budget did not include and re-seeding of grass.
 1. AMCA votes to approve general budget: 6-0
 2. AMCA votes NEH to the additional \$5,000.00 CapEx to replace, request quote to repair corner versus replacing the entire border.
 3. ACTION: Yost to inquire about seeding for damages to grass along the roadside.

XI. Front Entryway

- A.** Proposed 2023 budget received and AMCA expense (for 2024) would be in line with prior years at a plan of \$11,626.34. 2022 Actual expense to be paid in January is \$9,015.65 but invoice has not been received by TCCA yet.
 1. AMCA votes to approve TCAA budget for 11,626.34
 - a. Approve: 5, one abstaining
 2. ACTION ITEM: Bowmen to submit list of CapEx

XII. Requests

A. Shed

- 1. Sean to follow up with homeowner on designs/plan.**
 - a. COMPLETE 2/9/23**

XIII. Complaints

A.

XIV. Any Other Business

A. Thought to solicit a 3rd party to help us run the board or take it over. Current process is not working for board members.

1. ACTION: Yost to pursue looking at quotes for assistance / replacement board.

XV. Open Forum

XVI. Next Meeting – Annual Homeowner Meeting 02/16/2023 @ 7:30PM at Gatehouse

XVII. Adjournment