

Villas of Orchard Hills - HOA BOD meetings on 6/2/26 and 6/5/26

Present: Brad Miller, Cathy Wyant, Lynnette Stout, Kim Ideus, Mike Guessford and Ariel Garles

A. Concrete Project

1. On 5/29/26 Austin Amstutz of Amstutz Concrete walked our property with Mike Guessford and Lynnette Stout for about an hour. The concrete areas marked in white paint were reviewed for a bid proposal. Austin took the time to explain what is causing the problem areas, how and why they would do the repairs or replacements a certain way. Austin was knowledgeable and personable to work with. The other 3 contractors that submitted bids did not speak with or invite anyone from the BOD to be present when they viewed our property.
2. On 6/1/26 Austin Amstutz came back to property along with sub-contractor who specializes in cut and crack sealing, to create a separate cost bid to have the 'white painted' areas sealed to prevent water intrusion and extend the life of concrete where cuts will occur.
3. On 6/2/26 we held a special board meeting to walk through and prioritize areas of concrete for budgeting purposes and potential phases to the project. We also received Amstutz Concrete bid quote, so we were able to compare all four bids including Romar Construction, KO Construction, and Jones Transformations.
 - a. Amstutz Concrete is local to Norwalk, and came with recommendations from prior projects performed at neighboring St John's Apostle Catholic Church across Orchard Hills Dr.
 - b. Amstutz Concrete quote was \$136,758., and lower than the previous lowest bid of \$158,100 from Romar. Amstutz's bid was more comprehensive, including crack and sealing, increase of 11,892 SF concrete for symmetrical corner cuts (appearance and easier to tie into for future work), and better quality of concrete.
 - c. Amstutz provided an aerial map with our HOA streets labeled for a systematic plan for the contractor and HOA to keep progression of the project organized. Plan is to start with streets on the West (back) side of property, and work from street to street heading East toward front entrances. This will provide uniformity and the ability to notify residents in an orderly manner, to work through Main streets A-D and Side streets 1-8 all starting from the West. Residents will not be allowed to drive over newly poured concrete for 6 days. Main entrances on Orchard Hills will require thicker concrete, and accelerators will be used to help in curing the concrete more quickly.
 - d. The BOD reviewed our HOA Total Assets, Reserves, and Operating income. The decision was voted on and unanimously decided to move forward with Amstutz Concrete proposal and have the full project completed instead of doing it over 2 or 3 years.
4. Concrete project includes tear out/remove and replacement of concrete in areas noted by Property Management of Design, 5 patio replacements (including detach and reset of A/C units) at estimated 11,892 SF. Project is to begin later in September.
 - a. Jeff Horner of Property Management of Design made Amstutz Concrete aware of 3% handling fee of all vendors and allowed Amstutz Concrete to factor in the fee into a revised bid. The bid proposal was resubmitted for a total of \$140,988.

- b. On 6/5/26 the BOD met and discussed the revised proposal. Vote passed to proceed with the concrete project per the revised proposal of \$140,988.
- B. Rental Certificate discussion on 6/5/2026 (Cathy unable to attend)
 - 1. The BOD was made aware of a Unit in the 1000 Building that was renting unit without proper documentation to do so. The Unit-owner did not follow procedures, although was asking for an exception to be a rental unit.
 - 2. BOD reviewed the 4/21/25 Annual Meeting Minutes and the 2025 Annual Meeting Power Point regarding rental units and procedures that needed to be followed to remain as a Rental unit.
 - a. The Unit owner did not provide a copy of their Rental Certificate in the allotted time frame.
 - b. The BOD reviewed and voted not to allow for an exception.
 - c. Jeff Horner was advised of vote, and that the Unit-owner could be placed on the waiting list to become a Rental unit in the future.
- C. Other topics of discussion on 6/5/26
 - 1. Jake's Tree Service is removing some trees.
 - a. 1 of 3 crabapple trees was removed across from Units 1005/1006 on the North side, and grass seed put down. There was too much shade in this area, and it was killing the grass.
 - b. On the far West side two dead pine trees were cut down.
 - 2. Future projects to be considered
 - a. Landscaping update
 - b. Replace downspouts near front doors, as water is ruining patios and concrete area in walkway near doors. Consider replacing them with underground drain tile or pipe into yard.

Submitted by Lynnette Stout, Villas of Orchard Hills Secretary