

Hillwood Condominium Association
May 18, 2009
6:30pm

Homeowners Forum:

- a. Reserve Study: on agenda for new business.
- b. Fence: Falling behind C building toward homeowners' house. Chantelle will have landscaper check into.
- c. Cleaning crew: Phil offering to do the work for hourly wage. Homeowners like the idea of having a homeowner do the cleaning.
- d. Soil erosion and slope: behind buildings C, D, E, & L. Homeowner, Phil, is going to look at the issues to determine a course of action and compare to current bid.
- e. Landscaping issues: are being addressed with the developer.
- f. Tree removal and Soil issues: Chantelle will send the landscaping bid to Phil. Phil will look at and get back to the Board with options.
- g. Garbage dumpster: It is suggested that a smaller dumpster may be worth the savings. The one near the mailboxes is being used by A through E building and still isn't full.

Call to order: 6:47 pm

Members Present: Megan, Doug, Carrie, Cori present. CDC representative present, Chantelle Mitchell.

Approval of previous minutes: Motion: Doug, Second: Megan

Treasures Report:

\$11,018 over budget.

Mostly due to large checks for various repairs.

Committee Report:

- a. Landscape:
 - a. There is question as to whether or not the landscaper is just blowing leaves around. Are they actually taking the organic compost with them?
 - b. There only appears to be one seeded patch in front.
 - c. Tree removal needed in multiple locations. See page 31 with the Landscaper report. Phil will let the Board know if he can remove the dead pine. Looking for True Green to remove the playground tree, emerald green tree, shrubs, and grass behind the monument. Chantelle will have them provide a quote for what they would put in place of the emerald green and to replace the grass out in front.

- b. Social: A pool spring cleaning party took place. The chairs and umbrellas were brought out.
- c. Pool & Clubhouse:
 - a. The cover for the pool is behind the building. The screws needed to attach the cover to the deck are missing. Chantelle will talk with Aqua Quip to get extras.
 - b. A key is needed for the pump room.
 - c. Deadbolts are needed for the shed. People have been going through them. Tools are currently in the back room of the clubhouse. Andy will get locks for the shed.
- d. Parking:
 - a. The new signs are now up. Notes have been left on the cars that are repeatedly in the visitor parking. They will now start being towed.
 - b. Arrangements have been made with Skyway towing to have the Board complete a form and leave it in a secret location if they need to leave the property. When the towers come, they will accept the documentation from Board members only.
 - c. Andy will get signs for the fire department gated access as per the requirements on page 34.

Property Managers Report:

- a. See pages 33 to 35 of handout.
- b. Wetlands clean up still needs to occur.
- c. Outstanding pool repairs do not delay the opening of the pool & spa. Approval is needed to move forward. Motion: Megan, Second: Cori
- d. Reserve study done in May.
- e. Karla is going to buy sprinklers for watering property. Further discussed in Old Business.
- f. Delinquencies reviewed.

Old Business:

- a. Janitorial Contract:

Having a PT employee would be a liability for the association. (Workman's comp) An option would be for the janitor to be a PT employee of CDC Management. CDC would create a job description & pay taxes; including L & I, and there would be a fee per paycheck from CDC.

The two janitorial bids were discussed. The second bid does not include dumpsters. Ms. King is a new vendor. Chantelle asked Ms. King to re-do the bid and break out by area.

How much is the Association willing to pay for an hourly employee?
Chantelle will research the cost to hire a PT EE, with no benefits.

Consideration should be made for the needs of the homeowner accepting this position. There are concerns with how this person may be treated. If possible, a decision should be made by May 29th so we can put Polo on notice.

- b. The fire extinguisher on the 3rd floor in the D building is broken. The front glass is broken and it fell off the wall. Andy will take a look at it.
- c. Hardwood Flooring Standards:
Please review & discuss the attorney's draft of the rules revision, discuss by email as necessary. Hope to approve at June's Board meeting.

New Business:

- a. Rental Request: Approval.
Motion: Cori, Second: Megan
- b. Part time employee position: See Janitorial contract in Old Business above.
- c. Doug was questioning the attachment to building. It was determined to be for the woodpeckers.
- d. Board meeting with CDC will likely be on Friday, June 12th.
- e. Mailbox Relocation:
See page 50. Based on the information from the developer a decision was made to take no further action.
- f. Reserve Study:
Board should review the study. Page 52 has a link and a password for reviewing online. The study is a projection. The report will be updated every year. This study is good for 3 years. The Board will discuss anything that needs to be addressed at the next meeting and then the Board can make the decision to post the report on the Association website.

Next Meeting: June 15, 2009 @ 6:30 pm

Moved to executive discussion at 7:48 pm.

Adjourn: 8:08 pm