

**APPROVED MINUTES
BOARD MEETING, HILLCREST VILLAGE
HOMEOWNERS ASSOCIATION
JUNE 17, 2010**

Board Members Present: Donna Franz, President; Betty Vean, Vice-President; Lou McDowell, Treasurer; and Val Lawton, Secretary were present. Sally Gardenswartz, Vice-President was absent.

Home Owners and Guests Present: Doris Craigmile, Sharon Wolfe (guest of Doris Craigmile), Joan Clemens, Gerry Miller, Margaret Levitt, Betty Perry, Len Silverman, and Dave Ruby were present. Chris Ricketts, Community Manager was also present.

Call to Order: The June 17, 2010 Board Meeting of the Hillcrest Village Homeowners' Association was called to order at 4:36 p.m. by President Donna Franz. Ms. Franz introduced Chris Ricketts from Weststar Management who will be our new property manager. Tracy Mulvihill will be moving to Virginia with her husband. Chris has had eleven years of experience in property management in Santa Barbara, and three years in Denver. He is certified in his profession by CMCA®. The Unit Owners present introduced themselves and welcomed him to our building. Ms Franz recognized Val Lawton, Secretary. Mrs. Lawton stated that a quorum of Board Members were present to conduct the necessary business.

Approval of the Minutes: It was moved and seconded to waive reading the minutes of the Annual Meeting of March 2010. The motion carried, and the minutes were approved with no corrections.

Ms. Franz introduced Lou McDowell, who has graciously agreed to serve on the Board as our new Treasurer. She and Donna will be working together for a short period of time to get Ms. McDowell acquainted with our financials and processes. We thank her for her service.

The Treasurer's Report: Ms. Franz gave the Treasurer's report. Income is on budget. Year to Date we are under on Total Operating Expenses, Total Other Expenses, and Total Administrative/Professional Expenses. Our Year to Date Total Actual Expenses are \$43,304.68 against our Budgeted Year to Date Expenses of \$47,400.08. Therefore, we are running \$4,095.40 under Budget as of May 31, 2010. We continue to transfer \$1,250.00 each month to the Reserve Account. We may be over on some individual lines i.e. lighting-we have purchased bulbs for two-three years at a tremendous savings; and building maintenance where we cleaned the dryer vents that were not budgeted for 2010. We are under on other lines, i.e. Legal, Consulting, and Roof Repairs. Based on our first quarter and most of our second quarter results, we anticipate coming in on budget at end of year. Ms. Franz also handed out copies of the year end financial statements from our CPA Smith, Books, Bolshoun & Co., L.L.P.

Committee Reports:

None

President's Remarks:

- We have not been happy with our snow removal company for some time. We have had to negotiate with them on almost every bill. They have reported more hours than we have actually timed. Therefore, we are going to use our new landscape maintenance company-Terra Care. Although most snow removal is self-reported time, the Terra Care trucks have GPS on them so that they know when they arrive at a property and when they leave. We believe they will be better at tracking time for us.
- Terra Care-formerly ACC Landscape Services-is our new landscape maintenance company. The Board reviewed several bids including Keelson who was our previous company. Terra Care is our choice and they will also be providing maintenance services for 12 months instead of the normal 9 months. What this means is that in the winter months we will also have clean up around the property. They also took care of our tree and plant fertilization this year.
- The roses on both sides of the garage walls and on the East curb did not make it. They are being replaced in the next week or so. They are under warranty. All other plants under warranty have been replaced and we are in good shape.
- Solar shades have been approved by the Board to be used in the Community Room, in the lobby above the doors, and in the elevator areas on the East side windows. These shades are in lieu of window tinting and cut out nearly all the UV rays, keep the areas cooler in the summer and warmer in the winter. They are "transparent" when held up to the windows allowing the outside to still be seen. In the evening, the light from the inside of the building has a reverse effect, and the lobby lights and chandelier can still be seen from the outside. They are like looking through polarized sun glasses. Hopefully they will save us money on our energy bills and pay for themselves in the first year.
- The curb in the front of the West entrance (Hudson Street) will be repainted the new emergency vehicle color of red. This allows emergency vehicles to have access to our building. No one should park in front of the red painted curb.
- Our HVAC for the Common Areas was checked out and is in excellent shape. While United Mechanicals was checking our system, they did glance at some of the individual compressors. A couple needed some immediate attention, and the homeowners were notified. Individual Unit Owners are responsible for their own heating and cooling. We recommend you have United Mechanicals check out your system before you need to have work done. In the past, it has run about \$125.00 or so per unit for them to do this (not including parts, etc.). The number for United Mechanicals is 303-722-1211 and they can give you their current rates. They are the approved HVAC company to use. Should you wish to use someone else, you must first get that cleared through Chris Ricketts.
- Some people have asked about having their patios cleaned. We do not allow power washing of the patios. This can harm the foundation and plantings; as well as contribute to the chipping of the coating on the patios. However, our cleaning person and owner of World Class Cleaning, Chuck Kane, will clean patios for people at their own expense. He uses a biodegradable detergent, and scrubs and

- mops them. He would charge around \$30.00. Unit Owners would need to move their own furniture. Those interested can contact him direct at 720-283-7808.
- The windows in the building have been cleaned. We have had several comments on what a terrific job Mark Proper does. He not only squeegees, but he also hand wipes the windows and cleans out the window sills and tracks. Although he is very busy this time of year, he will clean inside windows, mirrors, and screens for those who would like to have them done. His prices start at \$30.00 and you can call him direct at 303-282-8300.
 - Palace Construction has been consulted regarding insulation or lack thereof in the Common Areas on the third floor. The bad news is that there is none due to a judgment call on the part of the builders of the building. They are allowed to make that call according to the building department when there is a large space between the interior and exterior of the roof lines. Palace will give us their recommendation(s) as to what we may or may not need to do. This could also have an impact on our energy bills.
 - Unit 108 has been leased to Ms. Suzanne Ventzke. We welcome her to our building.
 - The lamb's ear roof drains near Units 110 and 210 on the East side of the building can be overloaded with water. We are working on how to better drain that area during a gusher and move the water away from the foundation.

Reminders to all homeowners:

- Be sure that your air conditioning condensation tube is centered directly over the **center** of the floor drain in your laundry room. If it is not in the center, water will leak between the drain and the tile or linoleum, and sub floor. This can cause water damage to the person below you and could be a very expensive repair that you would have to pay.
- Clean all house drains periodically, every 3-4 months or so. Pour about a cup of baking soda over each drain (including the laundry room), then pour a cup of bleach over the baking soda. Let it sit for a while, then pour hot water down the drain. This will help keep the drains open and prevent odors as well. Drains that are not used very much can also be blocked by spiders and spider nests. Backed up or blocked drains can cause leaks and expensive repairs. It is always good to run the water in these rarely used areas.
- Keep decks tidy. Decks and patios are not storage areas. This includes bikes, tools, etc. If you have a visitor with a bike, you must let them into the garage to store it in your parking area. Bikes and recreational vehicles are not allowed on the patios or anywhere on the property other than a Unit Owner's parking area in the garage. No bikes are to be rolled or carried through the Common Element halls, stairways, or elevators.
- First floor patios are not to be used for ingress or egress out on the Common Element lawns, mulch, grass, etc.
- All trash, including newspapers and junk mail, must be bagged and tied before it is thrown down the chute. Boxes should not be left in the chute area. Boxes should be carried to the garage, broken down and placed in the first dumpster in the trash room located behind the South elevator.
- The garage looks great! Remember all personal items (except bicycles) must be stored **inside** your storage units.

Old Business:

- Vents, windows, awning and garage all have been professionally cleaned.
- New carpet has been laid on the second and third floors.
- Allen Freeman will do touch up painting in the Common Areas in the next week or so.
- The awning on the West side (Hudson Street) has been caulked in the space between the brick and awning to help eliminate rain dripping below in front of the door.
- The burnt out light over the South garage door is being repaired.
- Three doorbells still need to be replaced. We are waiting on the parts.
- **Water Heater Replacement:** At our last meeting, Mike Scherer asked if someone would look into prices for replacing water heaters. Val Lawton volunteered. Val has gathered three bids for replacement of water heaters for those who are interested. Copies of the three proposals are included with the minutes of this meeting. Please look them over. All three vendors agreed that water heaters have approximately a 15 year life. Our original water heaters are coming up on eleven years. Please keep in mind that if the neighbor below you has damage because of leaks from your water heater, you are responsible. The bids range between \$950.00 and \$1,560.00, depending on a couple of things. Landgraf and K&A Mechanical bids suggest placing a drip pan under the hot water heater for safety sake. The pan would be drained into the existing floor drain in your laundry room, so in case there is a leaking problem you won't have water all over the floor. All companies suggest replacing the expansion tank along with the hot water heater. Also, Landgraf and K&A want to work in groups of five to give the break on price that they have quoted. These prices were good for 30 days from the date of quote, but we imagine that there would not be an increase if we run over a bit time wise. If you have any questions on the bids, please feel free to call the companies direct. Those who are interested in ordering a new water heater need to call Chris Ricketts at 720-941-9200 extension 28 or email him at chris@weststarmanagement.com and tell him which company you wish to use BEFORE JULY 10 so that we can determine if we can take advantage of a price break or not.

Open Forum:

Mrs. Levitt wanted to know why the window washer didn't clean the iron on her storm door. We explained that the window washer was only asked to clean the glass, not all the rod iron on the safety doors.

Mrs. Craigmile wanted more clarification and information on the hot water heaters. She was told that copies of the bids will be going out with the minutes from this meeting. If there are more questions, please feel free to call the bidder direct.

Mrs. Clemens suggested that people be more careful watering their flower boxes to keep them from dripping on the deck below. The board said that all flower containers with holes in the bottom should have drip pans under them. The Board suggested that it would be more appropriate for her to contact her neighbor if this is a problem. Mrs. Clemens

also suggested that the lawn could be watered earlier in the evening and early morning to prevent mildew. She also wanted to make us aware that there is a rain sensor that can be placed on the roof to turn off the automatic sprinkler for the lawn so it doesn't water when it has rained excessively. The Board will look into her suggestions.

Mrs. Levitt has a light above her car (storage 28 and 29) which keeps burning out. We just had the ballast replaced in that fixture. Chris will have an electrician look at it. Mrs. Craigmile says her light by her car (storage 38 and 37) keeps going out as well. Currently it is working. We will look at it also.

Dave Ruby asked when the rose bushes in the drive will be replaced. He was told they will be replaced in the next week or so. He also wanted to know if we could do anything about the power outages. The response was that since they affect the entire neighborhood, it is not something that the Association can fix. Xcell has not given any reasons other than the typical summer usage story and the recent explosion at the plant on Jackson. He also wanted to know if we budgeted more money for increased energy costs. Yes we did, however it was done before the new Xcell tiered rate plan. We will monitor our usage very closely as best we can. We did this last year also. This is also why we are looking into insulation and solar blinds. The Common Area thermostat is set at about 77 degrees and that should help as well.

Len Silverman mentioned that he has been in contact with the police about the nuisance trucks parked for several days at a time on the Hudson Street side. Anyone who wants to complain about vehicles left for 72 hours or longer, please call the police. The more calls from other owners, the better. The number to call is 720-913-2000, Option #1.

No further business was discussed and the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Valerie Lawton

Secretary