

Hillsboro Condominium Owners Association, Inc.
Board of Directors' Meeting Minutes
September 26, 2011

Mr. Schwartz called the meeting to order at 6:05 P.M. Those present were:

Ulrich Schwartz	President
Nancy Machetta	Vice President
Larry Groggel	Treasurer
Marilynn Baldwin	Director at Large
Darren Burns	Z&R Property Management
April Smith	Z&R Property Management

Absent: Jeff Zimmer *Secretary*

SENATE BILL 100/89 HOMEOWNER DISCUSSION:

The Owner at 3927-103 noted that her concrete is spalling (flaking) and she has not received tiles as she was promised this summer. Building 3912 will be receiving all new chimney caps. The caps are in fabrication and the job will be completed within the next 2 weeks. The Owner of 3918-204 experienced another leak during the heavy rainstorm two weeks ago. Ulrich explained that this results from an original design flaw involving the gutters being too short and the window flashing being inadequate for such heavy precipitation. April will contact Holladay Grace and brief them on the full history of the unit. In addition, the Owner will be present during the repair to ensure they have the full story.

3928-101 has the first step outside of the building towards the carport broken off and it needs repaired as a safety issue. In addition, the interior carpet tack strip needs refastened from a past insurance repair.

MINUTES:

Larry motioned to approve August minutes as amended to show that Marilyn was present. The motion carried unanimously.

MANAGER'S REPORT:

The August 2011 Financials were presented by Darren and discussed. The hot tub heater was replaced and expensed to pool/Jacuzzi repair. The Board approved Darren's recommendation to reallocate the expense to reserves. The aged receivables are \$31,000, but Ulrich reported that a payment in excess of \$5000 had been received since the end of August. The bad debt account is well under budget at this point of the year.

Ulrich also reported that the Association signed an agreement with Comcast for exclusive marketing privileges, but NOT exclusivity of service. A bulk payment of approx. \$46,000 will be coming in shortly and be deposited to the reserves.

The Legal Status Report for September 2011 was reviewed and discussed. Darren reported that all timelines/deadlines for management responses have been met and that a 12 month payment plan to clear up the balance on 3975-201 was accepted so long as the Owner continues to pay late fees.

Work Orders were reviewed and discussed

ACTION ITEMS: April had mistakenly ordered 1 sign reading “subject to immediate tow at vehicle owner’s expense” and had it installed below the “No Parking” sign on the far S.E. corner of the property. The Board’s intent was to have this sign posted directly below all of the handicapped parking signs. Darren has completed an inventory of 12 such signs and ordered 12 more of the tow signs to be installed ASAP.

A new sign requesting residents pick up dog feces will be placed between buildings 4007 & 4008 and the sign in the open space adjacent to building 3715 will be put back out as well. A sign will be considered in front of 3748 at the next walk through. There was general discussion on the pros and cons of pet pickup stations and more signage in the Community. The Covenant Enforcement Policy and the protocol for reporting violations were reviewed with the Owners present.

The bottom of the stairs at 3831-201 needs to be repaired immediately as it is a safety issue. 3780-204 has had repairs to the eaves completed. The satellite dishes are down at 3918-202 and 3728-202 (reinstalled properly inside patio). The large black dog is gone at 3716-204, but 3880-102 needs to be rechecked from a vet report in 2010 to ensure it still complies with the Community size limit.

One bid has been received to repair the carport damage at 3715 and another bid is incoming. The carport at 3848 also has minor damage that needs repair.

The inspection reports from Marilyn’s and April’s respective walk-throughs were compared and discussed.

PRESIDENTS REPORT:

Update on compliance with lease addendums – 1st mailing was sent on 7/8, 2nd on 8/8. According to Z&R’s database, there are approx. 74 rental properties. 18 have yet to respond to the Association’s letters and Lauren Holmes (Association Attorney) will be preparing a more aggressive letter for those Owners.

The Owners of 3928-201 came to the Z&R offices to review files with their attorney pertaining to their unauthorized hardwood floors. April was present with Hal Kyles from the Association’s law firm (Orten Cavanaugh Richmond and Holmes).

Reviews of the files showed that the Association has full consistency in denying previous hardwood floor requests and this bodes well for the Association's case.

Marilynn clarified that the exterior wall lights are included in the reserve study and are the responsibility of the Association to replace. Online research to locate appropriate replacement fixtures of higher quality will be necessary. Ulrich emphasized that the face plate at the base of the light must have the same or larger dimensions in order to prevent problems with new fixture installations.

Darren reported that the City requirement for sewer cleanouts is every 2 years. This requirement is only to qualify for the City's insurance if a sewer backup in a City line off the property causes damage to units within Hillsboro. The sewer lines were last jetted in 2010.

Budget Meeting was confirmed for October 18, 2011 at 4 p.m. at the offices of Z&R.

4008-101 has grandfathered dish in the ground outside the unit. Z&R will send a second reminder letter that this dish must be removed prior to the closing of the sale on the unit.

CONTINUING BUSINESS:


The cleanup of the gate directory has been completed by Derek at Z&R. Hot Tub Heaven is in the process of finishing a proposal for a new pool/spa cover. Stellick Electric will be instructed to adjust the light timers for the fall time change and Darren reported that the hydrants are tested annually.

Ulrich reviewed the water usage report prepared by Z&R. By far, the two worst buildings in the Community for water usage are 3975 and 3779. Darren was asked to confirm the ratio of Owners vs. Renters in those buildings.

NEW BUSINESS:

The Association has now taken possession of garage 3911 Kings Island Point #3 and Ulrich will have the second garage door remote shortly. Ulrich made a motion to advertise the garage for rent at \$80 per month and the motion carried unanimously.

There being no further business, the meeting was adjourned at 7:25 P.M. The next Board meeting is scheduled for October 24, 2011 at 6:00 P.M.



Ulrich Schwartz
President



Darren H. Burns
Property Manager