



HILLCREST AT SAFFOLD WAY

BOARD OF DIRECTORS MEETING

November 14, 2023 | 8:00pm | Zoom only

Minutes

Members Attending: Ben, Harvey, Rick, Fritz, and Alexandra

Residents Attending: Gail Pitkoff

- Meeting called to order at 8:00 pm
- Minutes of 10 October 2023 meeting will be reviewed by board members and approved at the December meeting along with these minutes.
- Resident Comments/Concerns: None received.

OLD BUSINESS

- Ben re: Fall tree work, completed at a cost of \$12,000.00. Re: legal issues, counsel has begun foreclosure proceedings on 1 home and are searching for the owner of the second home that is in arrears. For the board's information going forward, legal advises that HCA dues are one year past due we must ask counsel to put a lien on the house. This must be done to enable foreclosure proceedings to begin after dues are in arrears for two years. Ben confirmed nominees for the three board member vacancies and there are four nominees in the races, Fritz Diefenderfer, Alexandra Schlesinger, Gail (Fatimah) Pickoff and John Koebert.
- Rick summarized cluster financial status. As of the end of October expenditures have been roughly \$182,000.00. Estimates of spending anticipated through the end of 2023 are: \$10,000.00 in routine expenses, \$12,000.00 for tree maintenance and \$30,000.00 transferred to reserve accounts and projected carryover. This will bring total annual expenditures for 2023 to roughly \$284,000.00. On the revenue side we have received, through the end of October, \$344,355.00 and are owed \$10,750.00 in past dues for total current revenues of roughly \$356,000.00. Rick's estimate for carryover funds is about \$60,000.00 to \$70,000.00, a healthy sum for carryover. Rick explained that he and Amir walked the cluster to re-look at erosion projects and they have identified and are writing up a new erosion issue that needs to be addressed, and could be using the carryover funds from this year. They feel it would be a project best handled by Blade Runners. More details to follow. For the 2024 budget, admin expenses are projected to be very close to the 2023 costs. Lawn Maintenance projected at \$49,500.00, an increase of \$12,000.00+. Trash costs are not yet closely resolved for 2024, we have 2 proposals: Alternative Waste LLC proposed for too many houses but when adjusted to the correct number, their annual cost is \$63,000.00 or \$30.00 per month, per house. Republic, our current provider, proposal is \$60,000.00 annually or \$29.00 per month, per house. Rick's budget is based on \$60,000.00 per year for trash and recycling pickup. Budget for snow removal is unchanged at \$10,000.00. \$6,300.00 for street lights, cluster picnic at \$3,500.00 and both cluster cleanups at \$800.00. Annual meeting cost projected at \$800.00 and tree maintenance at \$38,000.00. Ben asked if we need to approve an increase in dues for 2024 and Rick replied maybe. Ben recommends an increase of 3% to 5%, keep trash cost projections at their current rate and base any required increase in dues on the projected increase in cost of the Blade

Runner's contract which must be renewed/recompeted in 2024. Rick asked for a vote on removing a diseased tree recently identified adjacent to 11090 given the projected carryover funds available to cover the cost and the vote was unanimous to remove the tree. Rick will schedule the next inspection of a HCA neighborhood in January. Rick will provide a note regarding gutter and downspout maintenance for the next Hillcrest Happenings. Rick asked if anyone was aware who is regularly paying the monthly invoices we receive from Google for the Workspace site. No one is aware of who is paying, Rick will follow up with Capital Management.

- Alexandra provided an update on signs. Alexandra met with Larry (signs repairman) on 18 November. He feels he can clean and seal 3 of the 4 small "4-way" signs so only one will need to be replaced. After further close inspection, the wooden post for the signs at the entrance to Saffold Way is in better condition than thought. Larry will be able to patch it and repaint it. Larry will send an estimate on other signs needing work/replacement which Alexandra will forward to the board. There was no followup report on vehicles parked in the cluster that are being watched.

NEW BUSINESS

- Ben proposed an initial agenda for the annual meeting on 12 December. Ben will open the meeting and provide an overview of 2023 accomplishments. Rick will be next reviewing 2023 budget and 2024 projections. Harvey will review reinstating the newsletter, picnic and cluster cleanup and website improvements followed by Ben closing the meeting. Ben asked if we should provide food and the vote was unanimous in favor of doing so. Ben will take care of the food and Alex will help him.

OPEN DISCUSSION None

- Adjourn. Meeting was adjourned at 9:26 pm.
- Next Meeting:
 - Next meeting will be immediately following the annual meeting on 12 December 2023 at the Lake Anne Community Center.

SUMMARIZED ACTION ITEMS:

- Ben —
 - Report on follow up with Blade Runners re: their payment in support of the picnic.
 - Update on 2 homes, one in foreclosure the other searching for the owner.
 - Update to board re: diseased tree removal (next to 11090).
- Amir —
 - (Pending from October meeting) Work with Rick on updating and revising new edition of the Stormwater Remediation Plan including proposed schedule.
- Rick —
 - Follow up with Capitol Management re: payments to Google
 - Send proposed *Hillcrest Happenings* note to Harvey re: gutter and downspout maintenance
 - Work with Amir on Stormwater Remediation Plan.
 - Develop proposed schedule for next neighborhood/home inspection in January and notify board members where/when to meet.
- Harvey —
 - Resend October meeting minutes along with November minutes for all board members to review. Do not post on the website until the board has approved them.

- **Alexandra —**
 - **Get final Contact language from American for 2024 and forward to all board members, particularly to Ben for his signature. Notify American Trash and Alternative Trash LLC that their proposals were not accepted. Forward final contract information to Rick for inclusion in the budget.**
 - **(Pending from October meeting) Reach out to American regarding getting a communal trash can at the basketball court and how to enable it being emptied weekly when they pick up trash.**
 - **Update the board re: the multiple vehicles that you are watching re: being parked in the cluster. Notify all board members if any vehicles are towed.**
 - **Follow up with Larry re: estimates for sign maintenance...i.e. small “4-way” signs at the 4-way stop intersection repaired/replaced, post maintenance at entrance to Saffold Way and other sign maintenance.**
- **Fritz —**
 - **(Pending from October meeting) Get estimates for new adjustable basketball goal including installation and removal of the old goal and post. If estimates are within the budget approved by the board last month, schedule the work to be done during 2023 so it can be paid for from this year funds.**