



WELCOME TO  
THE HILLS OF WATERFORD  
2019 ANNUAL MEETING  
SEPTEMBER 19, 2019

*KC* *Property Service, LLC*  
*Condominium & Association Management*



# Introductions

- Current Board Members
  - Jim Nye - President
  - Pamela Kozak – Vice Present
  - Emily Miele – Treasurer
  - Debbi Lampkin - Secretary
  - **Vacant** – Member at Large

# Agenda

- Roll Call
- Proof of notice of meeting or waiver of notice
- Reading and Approval of Annual Sept 13th, 2018 meeting minutes - Debbi
- Presidents Report - Jim N.
- Treasurers Report - Emily
- Management Report - Kim w/ KCPS
- Introduction of nominees
- Appointment of Inspectors of Election — 3 volunteers needed
- Elections - Vote
- Co-Owner Forum
- Raffle
- Adjournment

# Proof of notice of meeting or waiver of notice

## THE HILLS OF WATERFORD CONDOMINIUM ASSOCIATION

August 23, 2019

Dear Hills of Waterford Co-owner,

Pursuant to the Hills of Waterford Condominium Association Bylaws: Notice is hereby given for the Annual Meeting of Co-owners of the Association.

The meeting will be held on **Thursday, September 19, 2019**. The meeting location is:

**St. Andrews Episcopal Church  
5301 Hatchery Rd.  
Waterford, MI 48329**

Registration and distribution of ballots will begin at 6:30 PM and the meeting will be called to order promptly at 7:00 PM.

At the meeting Co-owners will vote to seat five (5) members to the board of Directors, there are two (2) positions for a one (1) year term and three (3) positions are for two (2) year terms. Co-owners interested in running for a seat on the board should fill out the enclosed Nomination/Resume form. Mail the form to: **The Hills of Waterford Condominium Association Election, 26711 Woodward Ave., Suite 310, Huntington Woods, MI 48070**. The deadline for submission of forms is September 10, 2019.

If you cannot attend the Annual Meeting you have the option to give your Proxy to another Co-owner. If you choose this option, please complete the enclosed Proxy form and give it to another Co-owner who plans to attend or mail your Proxy form to: **KC Property Service, 26711 Woodward Ave., Suite 310, Huntington Woods, MI 48070**, and one of the board members will vote on your behalf.

**It is critical that you participate either by attending the meeting or assigning your proxy. The Association cannot hold the meeting unless 35% of eligible Co-owners are represented in one of the two ways mentioned above.**

Any Co-owner who is delinquent in any sums due to the Association is not permitted to run for office or vote in the election.

If you have any questions regarding the election or voting procedures, please contact our office at (248)586-9700. On behalf of the Board of Directors, we look forward to seeing you at the meeting on September 19, 2019.

Sincerely,  
Kimberly Mosey, CMCA, Senior Community Manager  
KC Property Service, LLC  
As Managing Agent for The Hills of Waterford Condominium Association

Enclosures    Nomination Petition  
                    Proxy

## *READING OF MEETING MINUTES:*

1. **The Hills of Waterford 2018 Annual Meeting Minutes**  
**Please reference handouts.**

# President's Report

- Board Operations:
  - Meet monthly
  - Direct Property Manager on Action Items
  - Need volunteers to be involved in Committees
  - Board + Committees + Managers act as a team for the best interests of the community
  - Create newsletters and communications
  - View and respond to modification requests, or direct them to appropriate committee for review

# President's Report: 2019

## Accomplishments

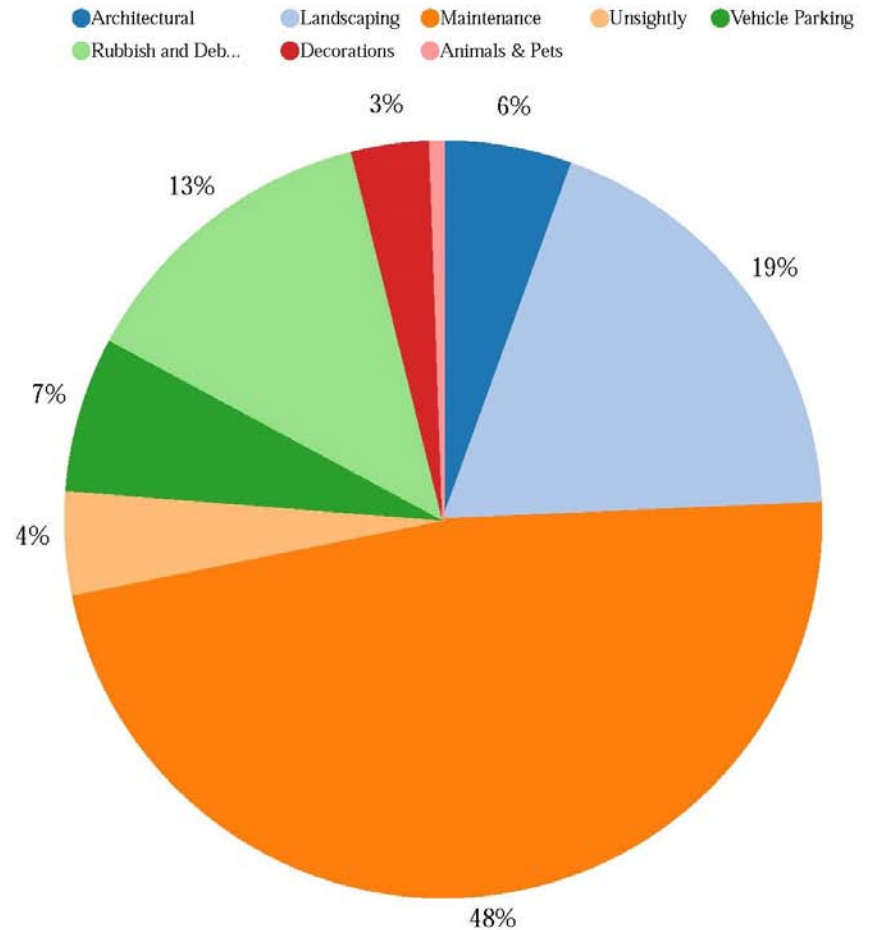
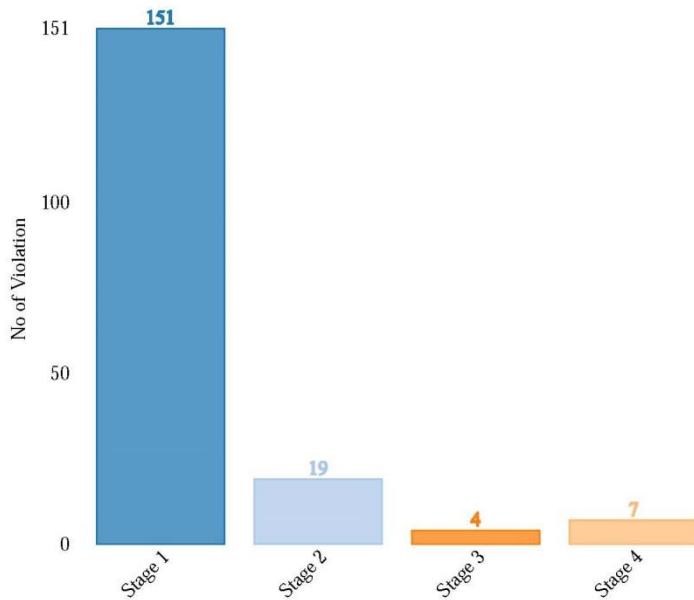
- Community Management:
  - Responded to 24 Modification Requests (Roof, Windows, Paint)
  - Sent out 181 violations (Certified Mail recently approved for all)
  - Formed Architectural Committee
  - Added new color options for shutters and doors.
- Financial:
  - Low delinquencies
  - Modified quarterly statement to separate trash from dues
- Landscaping:
  - Cleaned up the cul-de-sacs
- Signage:
  - Added "Unauthorized" parking signs
- Roads:
  - Potholes repaired
  - Road cracks filled and sealed

# President's Report: 2019

Date Range: 01/01/2019 00:00:00 to 09/16/2019 23:59:59

## Violations Breakdown

Violation = 181  
(by Category)





# President's Report: 2019

## Plans

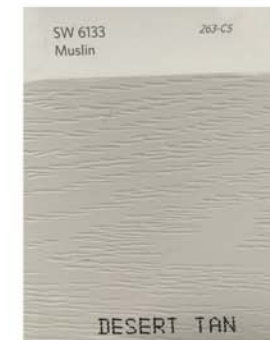
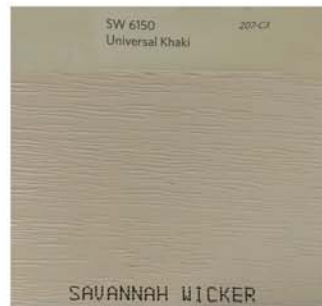
- Social Committee (Members Needed!)
  - 2020 Summer/Fall Gathering / BBQ
- Concrete:
  - Fall 2019/Spr 2020 – Sidewalk repairs (grinding, lifting, and/or replacement)
- Landscape:
  - Boardwalk overhaul and/or repair
  - Boardwalk sinkhole repair
- Architectural Committee:
  - Bi-level Front Porch Color Schemes
  - Discuss porch railing options for colonials
  - Discuss white trim paint option for homes
  - Wood door options
  - Roof colors
  - Non-standard Mod Request reviews
  
  - What do you want to see reviewed by the Committee?

# Architectural Report

## Hills of Waterford Siding Colors and Coordinating Trim Paint

Note 1: Siding Samples can be found at Wimsatt off of M-59 between Crescent Lake and Pontiac Lake.

Note 2: All trim paint is given as Sherwin Willians colors.



Colors Shown are NOT a True Representation of the Actual Colors

# Architectural Report

## Original Shutter Colors in Sherwin Williams Notation



Gale Force  
SW 7605



Roycroft  
Copper Red  
SW 2839



Sealskin  
SW 7675



Polished  
Mahogany  
SW 2838



Jasper  
SW 6216

## New Shutter Colors in Sherwin Williams Notation



Lakeshore  
SW 5694



Grape Harvest  
SW 6285



Great Falls  
SW 6495



Fine Wine  
SW 6307



Georgian  
Bay  
SW 6509



Urbane Bronze  
SW 7048



Naval  
SW 6244



Poinsetta  
SW 6594



Inky Blue  
SW 9149



Mature  
Grape  
SW 6286



Sage Green  
Light  
SW 2851



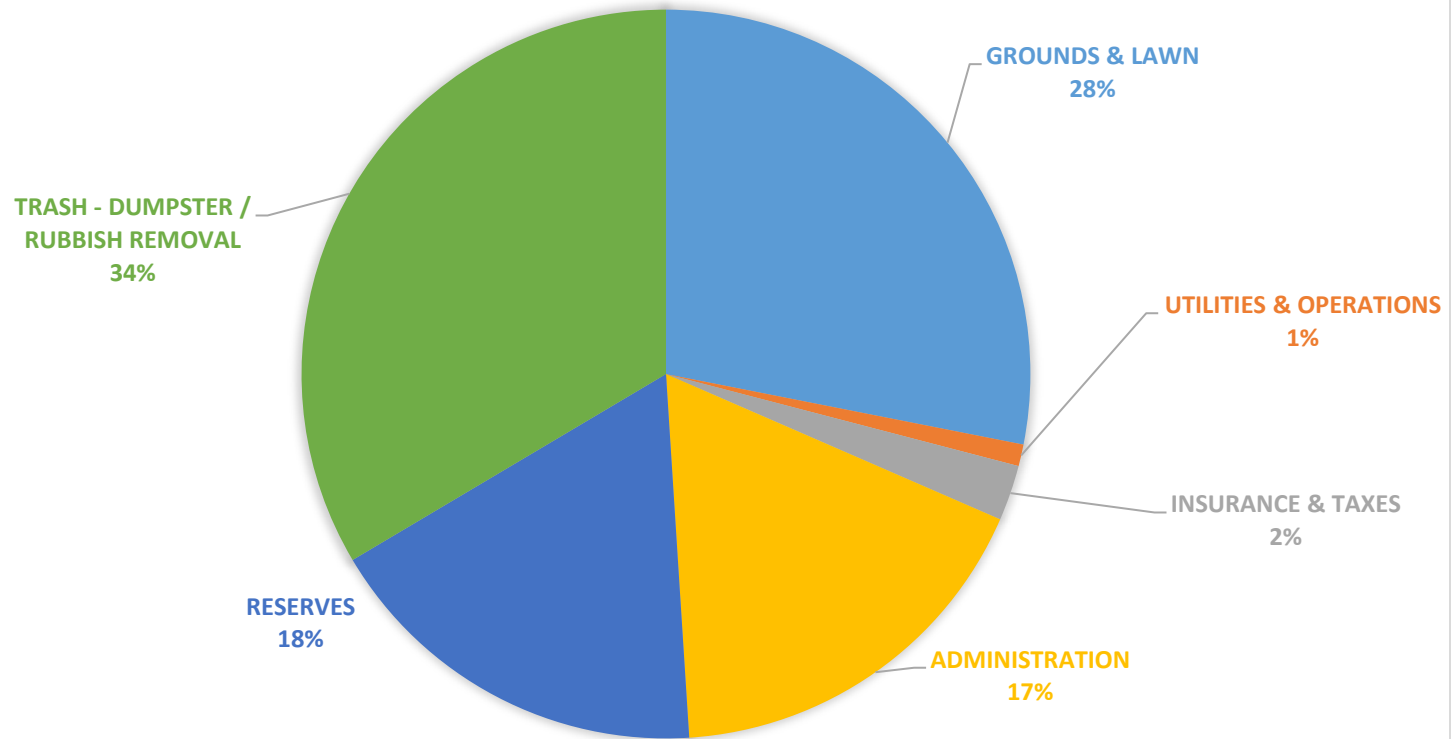
Pennywise  
SW 6349



Westchester  
Gray  
SW 2849

# Treasurer's Report

WHERE DOES YOUR PAYMENT GO? (BUDGETED 2019)



# Treasurer's Report

Please see “Annual Meeting Mid Year Report” handout

- Reserves are increasing!
- Violation fine income is fairly high for halfway through the year
- Printing and Mailing costs have been reduced by including billing statements with newsletters and printing less for board meetings
- Snow Removal for 2019 includes a payment from 2018
- Holiday Lighting payment is included in Entrance Grounds/Lighting category
- Plan to increase social committee budget next year for summer party
- Road repair not included as of July - cost approximately 11k
- Cement quote estimates at 17-20k

# Management Report

- Contract Negotiations and Solicitation
  - 3 Bid proposal process
- Holding Vendors Accountable
  - Snow removal: turf damage, mailbox damage,
  - Lawn care: Spring cleanup
- Getting to know the community
  - Inspections are being done consistently
- Easement Trees and fencing yards into common areas
  - Easement Trees are expected and detailed in the Association documents
  - Extending one's yard into the common areas is not acceptable

# Waste Hauling, Curbside Recycling & Compost

- Beginning in March 31, 2020, Waterford Township single residences with curbside pickup will begin utilizing a single waste hauler for curbside collection of solid waste, yard waste, and recycling
  - Advanced Disposal & GLF are the current chosen providers
  - Cost per quarter per household:
    - \$37.76 yard & solid waste
    - \$14.00 recycling
    - Total cost \$51.76 per quarter
  - Current cost per household :
    - \$19/month yard, solid waste, & recycling
    - Equates to \$57/quarter
- The Township has confirmed they are going to implement this to associations.
- We have supplied a packet for your reference with the most current data regarding our Township's single hauler rollout.

# Reminders

- Alteration – modification
  - Storm doors painting /replacement: Consistency
  - Shutter replacement: must match front door
  - Front deck painting: must match exterior home's trim
  - Pools: must have proper fencing
  - Sheds: must match home
- Structure upkeep: Garage doors in good repair, front doors, etc.
- Vehicles cannot leak oil
- Courtesy to neighbors: food/cigarette butt droppings, dog poop, parking
- Lawn care: fertilization program and weekly mowing. Weed abatement in flower beds and trimming of shrubs. Keep the Curb appeal
- Snow removal of driveway and sidewalks on lot is expected and is part of Waterford township city ordinance



# *ELECTION OF BOARD MEMBERS*

*5 Board Positions:*

*Two - open two year positions (Jim N, Vacant)*

*Three - with one year remaining (Pam, Emily, Debbi)*

## Current Nominees:

- Introduction of nominees
- Appointment of Inspectors of Election
  - 3 volunteers needed if quorum has been met.
- Elections – Vote
- Announcement of Election Results



# Co-owner Forum

- Co-owners are able to discuss hot topics
  - 3 minute floor time per owner please



# Raffle

- 4 \$25 Gift Cards
- Good luck everyone!



Property Manager: Kimberly Mosey

Contact information: 248-586-9700

Email address:

[k.mosey@kcpropertyservice.com](mailto:k.mosey@kcpropertyservice.com)

Hills of Waterford Board of Directors:

[board@hillsofwaterford.org](mailto:board@hillsofwaterford.org)