

The Highline Club
Board Meeting Minutes April 20, 2006

Board Members: Barbara Coffey, Toni Larson, and Rick Moss.

Weststar Management Company: Barry Mack

Owners: Rebecca Jensen, #3; Jackie Havel, #13; Diana Stevens, #15; Peter Engleken and Carolyn Engleken, #39.

The meeting was called to order at 6:38 by the president, Barbara Coffey.

The minutes of the March 8, 2006, Board Meeting were approved as distributed.

The Balance Sheet, Unexpended Budget Report, dated Friday, March 31, 2006, and supplemental financial information were reviewed. A Special Assessment Account still needs to be set up, and Rick Moss needs to clarify the expenditures in each account with the accounts person at Weststar. Toni Larson said she would attend the meeting with the accounts person at Weststar if Rick Moss finds this necessary. Under expenses a question was asked about a Reserve Expense for Asphalt. Since no asphalt work has been done on the property, the property manager was asked to check out this item.

Jackie Havel made the report for the Landscape Committee. The membership of the committee has increased and includes the following people: Deborah Chelemes (chair), Diana Stevens, Janet Arndt, Jackie Havel, Adela Linneman, Julie Mason, and Carolyn (Klink) Taylor.

- It was decided that Deborah Chelemes should send an email to members of the Highline Club Association asking for volunteers to help with watering and dead heading the flowers over the summer.
- Adela Linneman (Unit #16) offered to donate and plant two Spring Snow Crab trees to be placed in the area approximately behind Units #16 and #17. It was moved, seconded, and passed that the Board accept the donation and that the trees be planted as stated.
- Barry Mack was requested to contact JBK and ask them to remove the dead Aspen Willows and to replace them with the same or an appropriate substitute. This was approved.
- The stucco surface around the entrance planter box will be redone as soon as weather permits. This item was approved previously. The surface was mistakenly painted by Executive Coatings in the fall. The money to cover the cost of repainting the surface was withheld from payment at the mutual agreement of both the Highline Club and Executive Coatings.
- Barry Mack was asked to request that JBK notify residents a couple of days ahead of time before any chemical are applied to the Highline Club grounds.
- Each member of the Landscape Committee has been assigned a zone for which they have oversight responsibility. This involves looking for problems areas such as urine stains and sprinkler system leakages.

- The Grounds Committee notified the Board that they would like to spend their discretionary funds on the following items this year:
 - Approximately \$700 on bark to be placed by the committee in the worst areas immediately adjacent to the privacy fences.
 - Additional pots and summer flowers
 - Hose
 - Additional tulips in the fall

It was moved, seconded, and passed that the Grounds Committee be allowed to spend this year's discretionary funds in this manner.

Homeowners' Forum—

Rebecca Jensen, Unit #3, reported that they will finish the water intrusion prevention work when the weather permits. The bonding material has to be applied in warmer weather to ensure that it will hold. The additional work includes the “dam” between Units #2 and #3 and the “dam” along the window edge of the deck of #3. When this work is finished, the water intrusion project will be finished as well.

Jackie Havel, Unit #13, inquired about how she would be informed about the disposition of her email that contained several items that need attention. Most of the conversation centered on the window well. There was no resolution to the discussion.

Diana Stevens, Unit #15, inquired about why black patches are used when repairs are made to the balcony membranes. Barry Mack will ask the company if a more compatible color can be used.

Dog droppings remain an issue. A few people have contacted board members about this.

Documents—

A letter was received from Suzanne Leff, an attorney with Winzenburg, Leff, Purvis, and Payne regarding the costs involved in reworking the Highline Club documents. The Board approved spending \$7,000 on the first phase of the project, which involves work on the Declaration.

Gutters and Downspouts—

The Board approved the bid of \$10,435 from The Roof and Gutter Guys to modify, repair, and replace various sections of gutters and downspouts and other related drainage items. Rick Moss will continue to work with the company to develop some additional parameters for the project. There may be some additional costs once the entire scope of the project is identified.

Late bill—

The Board approved paying a late bill from J&P Roofing (2/1/2005) of \$454.00.

Deep Root Watering—

The Board had requested the management company to get comparison bids from companies regarding deep root watering. This was done, and from this it was determined

that we had received a good and fair deal from JBK. It is recommended in the future that we rely on JBK to do this type of work.

Unit #56—

It was decided that a letter should be sent to Unit #56 informing them of the Board's intention to replace the rock in the planter area on the owner's property along the driveway of the unit. The cost of this project is \$325.00. The owner will be billed for replacing the rock.

Rock Walls—

Rick Moss is attempting to find someone to repair/paint the areas along the rock walls of Units #1 and #6 that were exposed when the walls were moved. This includes painting of the concrete and siding and possibly some repair. He will do this in conjunction with the work that needs to be done on many steps throughout the property.

Lighting—

A proposal is pending regarding the Common Area and street lighting continuing repairs and replacement.

Asphalt—

Three bids were received regarding asphalt work on the roadway. The bids were developed based on three levels of work. The bids for the most complete work, which was recommended, ranged from \$51,000 to \$67,000. The Board recommends that beginning in 2007 and for three years, that the work be done in sections. Thus approximately \$20,000 for each year for three years.

Water Heater—

A new water heater was installed in the Club House without the consent of the Board. The management company agreed to pay half the cost of the water heater because of this oversight.

Patio Fence (original fence around the original deck)—

Four units have been identified that have sloping patio fences. They are 13, 20, 26, and 31. Rick Moss will diagnosis the problem and make a recommendation regarding improvements.

Gas Pipes—

Xcel Energy replaced a rusting gas pipe on Unit #7. They were asked to look at all the gas pipes to see if any others need replacing. We have not received this report. Barry Mack will follow up with Xcel to see where this project stands. Also, there may be a concern about buried turn off valves at some units.

Slope Roofs—

The Board recommends that the slope roofs be considered as a priority for 2007.

East Fence—

Barry Mack will follow up with this project and identify a company to make repairs on the east fence not to exceed approximately \$1,000. This was approved previously. Tree trimming was authorized also along the east fence line.

There being no further business to come before the Board, the meeting was adjourned.

Toni E. Larson
Secretary