

The Highline Club
Board Meeting Minutes of October 10th, 2007

Board Members present: Steve McBride, Jerry Arndt, Nick Kontas, Rick Moss.

Weststar Management Company representatives present: Nickie Greco, Tracey McGee

Unit Owners present: Adele Linneman (16), Terry Searls (18), Joan Sussman (46), Toni Larson (9), Phil Faulkner (29), Bruce Jensen (3), Audrey Coggeshall (2), Judy Damas, (34), Joe Lucente (37), Michael Owen (37), John Winston (38), Jack Gehrke (40), Deb Chelemes (40), Norm Kushner (33), Bil Butler (33),

The meeting was called to order at 6:33 pm by the president of the Board, Steve McBride.

The minutes of the September 12th, 2007 Board Meeting were presented and approved as amended.

Ongoing Business:

Financial Report: The financial reports were presented by Treasurer Jerry Arndt and Weststar Management representative Nickie Greco. Several issues concerning bookkeeping practices and the assignment of expenses to various line items in the accounts were discussed. It was determined that the HOA is approximately \$41,000 ahead of its budget for the current year. A motion was presented and passed to accept the current financial report pending future audits.

Unfinished Business:

President Steve McBride reported that our legal counsel has advised us that we may move ahead with the distribution of consent forms for the proposed changes to the HOA By-Laws. A "yes" vote from forty-one of the sixty ballots is required for approval. Steve also reported that the letter accompanying the ballot had been prepared and proposed that the ballots be sent to homeowners without a time frame for returning them, however, the annual meeting usually held in January would be used as a venue for final voting if forty-one approvals were not received by that time. A motion was made, seconded and approved by the Board to move ahead in this manner and Weststar Mgmt. Co. was directed to send out this letter and ballot to homeowners by first-class mail.

The subject of the repair of certain original, unimproved rear exterior decks was raised and a discussion ensued concerning the solicitation of contractors to repair them. Nickie Greco had sent out three contractors but no bids or acceptable proposals had been received.

President McBride reported that a review of our governing documents by the HOA legal counsel with reference to proposed parking permits showed that changes must first be made to these documents so that the HOA Declarations and the Rules and Regulations

are in agreement before the issue of parking permits can be completed. Therefore new parking permitting is suspended until the documents are brought into agreement.

Landscaping Committee Report – President McBride thanked the committee for the autumn clean up of the traffic island planter. A short discussion was held concerning appropriate lighting for the planter. Jerry Arndt reported that the street and curb contractor would drill weep holes in the planter to replace those covered by the new paving.

Committee Chairperson Deb Chelemes reported that a tree behind Unit 12 was diseased and should be removed. A motion to remove this tree was made, seconded and passed by the Board.

There are also diseased trees at the community entrance and at Units 19 and 20 that should be examined by an arborist.

Deb requested that an appropriation be made for the purchase of cedar bark for the landscaping boarder at Units 30-32. A motion was made, seconded and passed for this appropriation.

Deb also reported that the ferns that had been planted near the entrance sign had been poisoned and killed by someone.

A discussion was held concerning whether the Austrian Pine recently planted behind Unit 35 should be relocated as it had been planted there erroneously. Deb reported that the mature size of that tree would be too large for the location in which it was planted. In addition, Artic willows were suggested as appropriate for the common area behind Units 35-39 and a discussion ensued concerning the wishes of the residents of those buildings for certain landscaping materials and locations. A motion was made, seconded and failed to pass concerning the relocation of the Austrian pine and final decisions concerning the planting of this area was postponed until more planning could be accomplished.

Asphalt / Concrete Replacement Work Report: Board member Jerry Arndt announced that crack sealing and the installation of infrared patches would take place the week of October 11th. Seal-coating will be postponed until spring although the installation of the seal coat may be coordinated with further paving work planned for next summer. Final invoices for this work have not been tallied but Jerry will have a final accounting in the next 2-3 weeks. Resident Jack Gehrke asked what percentage of the total street and curb work planned had been completed. Jerry offered that of all the work required, 20-25% of it had been completed this year. A discussion of the construction methods used ensued.

Management Report - Action Items:

1. The lock on the rear gate does not match the pool gate lock. Weststar was directed to have the rear gate lock re-keyed.
2. No bids or acceptable proposals have been received for the repair of sagging decks (see above). Discussion ensued concerning the problems the contractors were having in

figuring out how to bid this work without being able to see the actual conditions under the deck.

3. Jerry requested that Weststar submit a list of contractors that they recommend .
4. The tree trimming issue behind Unit 17 resulted in a meeting between board member Rick Moss and unit owner Roseanne Rehn. Rick was directed to create a memo listing the results of that meeting.
5. Jerry requested that the Management Co. develop a yearly calendar showing when certain actions are required. These should include turning on and off the sprinklers, opening and closing the pool, cleaning the gutters, etc. Jerry agreed to begin creating the list of items to be included.
6. Board member Nick Kontas asked that architectural and landscape modification forms be added to the web site. Nickie Greco reported that these forms were indeed on the web site. The Board requested the management company to remove the financial reports from the Weststar public web site.
7. Board members Steve McBride and Jerry Arndt requested Nickie Greco locate the bids that her predecessor, Barry Mack, had received for the improvement of the tennis courts.

Other Business:

Unit 29 Windows – When the homeowner presented samples of the windows he planned to use for replacements, there was no blue tint on the samples. The windows installed are not the same as the windows proposed and have a dark blue tint. The Board was told that the tint would “burn off”, however, that hasn’t occurred. Unit 29 owner, Phil Faulkner states that the level of the blue tint has diminished some but he admits that the decision to install the dark tinted windows was his and this decision took place after his window submittal to the board and its approval of the submitted glass. The board directed the management company to send a letter to Mr. Faulkner expressing its opinion that, as installed, the windows do not comply with the requirements of the replacement windows nor his application thereof to the Board.

Homeowner Forum:

Concern and general disapproval was expressed about unleashed dogs and dog droppings throughout our community. The Board directed Nickie Greco to send out a letter to homeowners reminding them of the leash rules. The board also asked Judy Damas to send a letter to the Board with reference to the damage an unleashed dog had done to her driveway. Bil Butler asked about available enforcement options. Complaints were heard from many attendees concerning the dog droppings and pet damage to the lawn behind Units 35-39. Terry Searls expressed concern that the homeowner in Unit 27 ties up his dog all day behind his unit and that the dog has ruined the lawn behind Unit 27.

New Business:

1. The proposed contract from JBK Landscaping for snow removal was presented. It was found to be consistent with past contracts. A motion was made, seconded and passed to approve the snow removal contract for Winter 2007-2008 with the provision that all changes to the new contract be listed specifically by the contractor, JBK. Several homeowners expressed concern about storing plowed snow in the emergency fire lane East of Unit 6. The Board directed the Management Co. to direct JBK to store the snow in the guest parking areas or on the common areas if necessary, but not in the emergency fire lane.
2. The Board directed the Management Co. to reimburse Janet Arndt for supplies purchased for the community picnic last August.
3. The landscaping contract proposal from JBK Landscaping for 2008 was submitted and calls for a \$75/ month increase over the 2007 contract.
4. Steve McBride reminded Weststar Management to make sure the gutters and downspouts are cleaned sometime near the end of November.
5. Unit 17 was sent a letter requesting that the border area at the rear of her unit be cleaned and updated with new edging.
6. The board discussed fining John Winston for interfering with our roofing contractor and requesting special work to the roof of his unit not authorized by the board or by our contract with the roofer.

The Board agreed to do a community walk-around on Saturday Oct 13. at 930am.

Jerry reminded Weststar to remember to post the meeting agenda before each meeting at the mail box kiosk. Jerry further proposed that a community survey be taken to determine how residents feel about certain issues pertaining to the management of the property. Toni Larson reminded the board that a survey was taken a couple of years ago and she agreed to send the survey and its results to board members.

At 918pm the meeting was adjourned to Executive Session.

End of Minutes.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Rick Moss', with a long horizontal line extending to the right.

Rick Moss, Secretary