

The Highline Club

Board Meeting Minutes for Wednesday June 17,2009

Board Members Present: Jerry Arndt, Jack Gehrke, Norm Kushner, Jackie Havel , Nick Kontas

Weststar Management Company Representative present Elissa Conger.

Homeowners Present- #3 Rebecca Greg,#16 Mark Mulvany,#17 Richard Pfeffer,#37 Joe Lucente,#39 Pete Engleton,#60 Sharon Mohr.

HOMEOWNERS FORUM:

- #17 Richard Pfeffer inquired about the status of tree behind Units 16/17 and its condition and replacement. Homeowner would like some say in type of tree chosen for replacement.
- #60 Sharon Mohr is requesting paint colors confirmation from the board.
- #39 Pete Engleton inquired about the insurance policy information if it's on the Highline Website. Elissa will upload insurance information on the website.

Meeting called to order by Board President Jerry Arndt at 6:50pm.

Motion by Havel seconded by Gherke, that meeting minutes of May 20, 2009 be approved pending changes, passed unanimously.

COMMITTEE REPORTS:

ACC-No report submitted.

LANDSCAPE- No report submitted.

Board would like to formally thank Landscape committee members and volunteers from the community for planting flowers in the entry island.

FINANCIAL REPORT: Review of financials all in order costs/ expenses on target. Motion by Kushner seconded by Havel to approve financials pending audit. Passed unanimously.

MANAGERS REPORT:

- Retention run off cleanup. Elissa will add to JBK work order.
- Elissa to prioritize items on inspection list needing board action. Updates twice a month.
- Property inspection/checklist completed and submitted by Elissa for Board review.

- Non Compliance letters. Letters are pending. Board has decided to take a friendlier approach with homeowners. Elissa to work on a new letter format.

UNFINISHED BUSINESS:

- a. Insurance policy renewal. Motion by Gehrke seconded by Havel to ratify Board's decision to approve. (Policy should be all inclusive of ad and d and workman's comp). Passed unanimously.
- b. Pigeon directive. Jackie working on rewrite and will send to Board for review.
- c. Front step replacement. Properties scheduled Units #17, #52 and #53. Project has been postponed due to weather. Project scope may be further developed, based on findings with first three units.
- d. Building Exterior Repair and Painting. Board to meet with ACC to determine scope of project.
- e. Driveway/Pan/Asphalt Project for 2009. Kontas to complete bid documents. Elissa to get bids. Goal is to have contract proposals for Board to review by next month's board meeting.
- f. Gutter/Downspout/Scupper Inspection Report. Board to review findings. Elissa to send letter to community for homeowner input on any issues Board might not be aware of.
- g. Paint Colors. Jack is finalizing colors and will forward information to Elissa.
- h. Swingle Tree Pruning Proposal for 2009. Motion by Gehrke seconded by Kushner to approve phase 1/Group 1, approx cost \$7000.00. Passed unanimously.
- i. Clubhouse Improvements. Tabled while Board gets confirmation of scope of project from Audrey and Bil.
- j. Revised ACC Application form. Jerry has requested that the board submit final questions and concerns to him within four days.

NEW BUSINESS:

- a. Revised Edging Replacement proposal by JBK. Motion by Gehrke seconded by Havel to accept the proposal. Passed unanimously.

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- a. Revised Edging Replacement proposal by JBK. Motion by Gehrke seconded by Havel to accept the proposal, as outlined in Item # 3 of the Consolidated Action Item list. Passed unanimously.
- b. Tree pruning/trimming in enclosed rear yards. Board has reviewed proposal and letter to go out to homeowner reviewing pruning suggestions and cost to each homeowner.
- c. Removal of tree north of units 16/17 –Swingle recommendation. Motion to approve by Havel seconded by Kushner. Passed unanimously.
- d. Awning inspection report by Four Seasons. Motion by Havel seconded by Kontas to accept proposal (not including cranks, subject to final review by the Board of the condition of the awnings noted to be recovered. Passed unanimously.
- e. Deck Drain repair Unit#10. Motion by Kushner seconded by Havel to approve J&P proposal. Passed unanimously.
- f. Roof leaks and repairs. Units 48/49 and Units 52/53 Motion by Gehrke seconded by Havel to accept revised J&P Roofing's proposal which includes investigative procedures. Unit #49 is priority. Passed unanimously.
- g. ACC Architectural Standards and Guide lines- Draft. Jerry requested that the Board members submit their review comments to him prior to the end of June-by Monday, June 29, 2009.
- h. House Bill HB09-1359. Pending board/ management review.

Meeting adjourned at 10:10pm

Respectfully submitted by Norm Kushner, Secretary

