

THE HIGHLINE CLUB

Board Meeting Minutes for Wednesday October 21st, 2009

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

Weststar Management Company Representative Present Elissa Conger.

Homeowners Present: #3 Bruce Jensen, #37 Joe Lucente, #29 Phil Faulkner

HOMEOWNERS FORUM:

- Bruce Jensen #3 inquired about the insurance guideline, homeowner versus HOA responsibility.
- Joe Lucente #37 inquired about the status of repairs on the hole in the siding below right edge of master bath window.

Meeting called to order by Board President Jerry Arndt at 6:40pm

Motion by Gehrke seconded by Kontas to approve the meeting minutes of September 16th 2009 with changes. Jackie Havel abstained due to not being in attendance at the meeting. Vote was 4 in favor with 1 with one abstention.

COMMITTEE REPORTS:

ACC- Nothing to report

LANDSCAPE- Nothing to report.

FINANCIAL REPORT-

Gehkre reports expenses are in order; however we do need to review coding of items to confirm correct codes are being used.

Motion by Kushner seconded by Havel, to approve financials pending audit. Passed unanimously.

MANAGERS REPORT:

-Managements Monthly Property Inspection Report completed October 14th, 2009 for Board review.

-Power cleaning of storm drains in front of units 6-21, proposal received work on hold.

-Underground storm drains units 11-17 to be power washed, work to be rescheduled.

- Management Contract -Expense limits-Board has approved a dollar limit of \$500 per item not to exceed \$2000 per month for maintenance and repair items, so that action can be taken by Management representative in a timely manner and not requiring further direction from the Board. However management will keep the Board informed regarding specific projects being undertaken
- Unit #37 Motion by Kushner seconded by Havel to accept the proposal from J&P for investigative work and repair to be done, not to exceed \$750.00 for time and materials. Passed unanimously.
- Unit# 11 Management to contact owner re: status of burying of Comcast cable. Also contact JBK to get longer extension for downspout.
- Handrail installation on steps adjacent to unit #29. Proposals have been requested, further action based on receipt and review of proposals.

UNFINISHED BUSINESS:

- a. Unit#2 gutters - a letter sent to homeowner stating Board position regarding the alteration of gutter/downspout and improvement of rear deck
- b. Unit #13 water intrusion- a motion by Gehrke seconded by Kontas to form a separate committee as recommended by management and legal counsel. To communicate with the Associations legal council regarding water intrusion at Unit#13. Vote was 4 in favor with 1 abstention. The committee shall have the ability to make decisions on behalf of the Board and its members shall be Jack Gehrke, Norm Kushner, Jerry Arndt and Nick Kontas.
- c. Overall gutter repair proposals. Motion by Havel seconded by Kushner to accept proposals with conditions. Passed unanimously.
- d. 2009 Concrete/Asphalt Project- Motion by Kushner seconded by Havel to accept revised proposal with conditions, from Brown Brothers. Scheduling of the work ASAP, but subject to weather conditions.
- e. Clubhouse Improvements. After receiving additional comments from community members. The Board has decided to proceed with minor improvements in the spa area (new carpeting and painting walls). Elissa has been directed to get proposals.
- f. Awning repairs/Replacement project. Motion by Havel seconded by Kushner to accept proposal for (15) triangle awning replacements and (2) retractable awning replacements. Kushner, Havel, Arndt and Kontas in favor, Gehrke opposed. Motion passed 4 to 1.
- g. Lighting- bollards. Management confirmed that 1 base and cone lens was ordered from Pro Systems. Management is also working on getting 1 prototype made, to be considered for those bollards requiring lense replacements.
- h. Precision Inspection Reports-Water testing/Ice damming. Board is reviewing the report and recommendations.
- i. Attorney Proposals- Motion by Kushner seconded by Gehrke to accept proposal of Orten, Cavanagh ,Richmond and Holmes as new legal counsel for the Highline

Club. Passed unanimously. Management will immediately engage legal counsel on current pending matters.

j. Contractor/Vendor Operations Policy-Motion by Gehrke seconded by Kontas to approve Policy with changes. Passed unanimously.

k. ACC Exterior Modifications, application by Unit# 15.

Unit #15's application was submitted incomplete, certain needed technical / specifications were not included in the application. The Board felt the application could be acted upon with conditions of approval covering missing information. Motion by Havel seconded by Gehrke to approve application with conditions. Passed unanimously.

k. ACC Exterior Modifications, application by Unit#29. Motion by Gehrke seconded by Kushner to approve application with conditions. Conditions are to include an agreement by the owner, that as demolition work occurred and specific conditions exposed the owner will notify the Board. Allowing joint review of the conditions and agreement on the direction the construction will take. Passed unanimously.

NEW BUSINESS:

- a. 2010 Budget- Board is compiling suggestions from its members and will continue in a work session, in preparation for the Boards discussion and action at the November Board meeting.
- b. Annual Meeting/Election Terms/Candidate questionnaire. Manager asked to make revisions and email to all homeowners
- c. Irrigation-Privacy Areas. JBK has reported, there are sprinkler heads in (4) enclosed back yards that have not been properly disconnected and abandon when these backyards were enclosed by the home owner. There are also concerns about (23) enclosed backyards with active lateral lines with no sprinkler heads within them. The Board is determining the best way, to handle any future/potential problems with those lines.

CORRESPONDENCE:

EXECUTIVE SESSION:

The board entered executive session at 11:05 to discuss legal opinions provided by Associations Legal counsel.

The Board came out of the executive session at 11:18

Meeting Adjourned at 11:20pm

Respectfully submitted by Norm Kushner Secretary

