

HIGHLINE CLUB OWNERS ASSOCIATION

Minutes

BOARD OF DIRECTORS MEETING

WEDNESDAY, September 18, 2013, at 6:30 PM

Present

- **Board Members:** Phil Faulkner, Cliff Rock, Hans Schulze, Rick Moss, Mary Repetto
- **Property Manager:** Ricardo Lases, West Star Property Management
- **Residents:** Leo Haas - 14, Mark Mulvany - 16, Rebecca Gregg – 3, Roseanne Schulze-43, Joan Mason – 23, Ray and Sharon Mohr -60, Peggy Rodgers – 32, Earl Pitzer – 20, Stacy Lewis – 24, Peter Sawko – 35.

CALL TO ORDER: The Highline Club Board of Directors meeting was called to order by Phil Faulkner on Wednesday, September 18, 2013, at 6:30 PM. The meeting was conducted at the clubhouse located on the grounds of the Highline Club at 9200 Cherry Creek South Drive in Denver Colorado. A quorum was established.

HOMEOWNER FORUM:

- Sharon Mohr inquired about awning replacement and the need for ACC application. It was decided she should complete page one to keep the Board informed. Sharon requested same fabric and color.
- Joannie Mason inquired about the tree being removed behind her unit and replacement of said tree. It was determined the homeowner owns the tree until it is established (**not clearly defined**) and then the HOA will take over maintenance.

APPROVAL OF MINUTES: The minutes from the August 21, 2013, board meeting were approved unanimously.

COMMUNITY UPDATE:

- The Reserve Study presentation, along with Board recommendations for next steps, will be made on October 16, 2013, pending an okay from Hamilton Middle School to use their facility. Leo will describe Plan 2020 and Hans will discuss how the Board views the funding of the needed community projects.
- Leo Haas addressed the 2020 plan highlights, describing the approach that will be taken for building maintenance, where buildings are inspected and rated yearly from 1-3 to determine work to be done each subsequent year.
- Peter Sawko discussed the need for the Community to protect the assets it owns, particularly the tennis court area.
- Ricardo is creating a list each month to show the projects being done in the community. The report has been made part of the agenda packet provided to attendees of the Homeowner meetings.

COMMITTEE REPORTS

- Landscaping Committee, Roseanne Schulze delivered the Landscaping Committee report. The following issues were discussed.
 1. Roseanne is putting together a spreadsheet to compare the bids received from Swingle, JBK and Davey for pruning and removal of community trees.
 2. Roseanne walked Unit 32, owned by Peggy Rodgers, in order to understand the request for paving and rock work being done in backyard. Hans moved to approved the request and Cliff seconded the motion.
- ACC Committee, Leo Haas delivered the ACC Committee report. The following issues were discussed.
 1. Unit 16 – trim board to be replaced

2. Mary Repetto moved to approve the siding and trim selected by the ACC for ongoing siding work. Rick Moss seconded and the Board unanimously approved.
- Capital Improvements Committee
 1. Discussion around the role of this committee ongoing.
 - Communications Committee
 1. This Committee will plan an active role in working with the Board and with the Community throughout the voting process that relates to the Reserve Study and the capital projects.
 2. This Committee will continue to facilitate community participation beyond the October 16, 2013 meeting.

REVIEW CURRENT FINANCIALS

- Fifteen thousand was borrowed from the reserve account and placed into the operating account in order to take advantage of a \$5000 savings awarded by prepaying in full our insurance premium. No decision made yet as to how that amount may or may not be replaced.
- Each Board member also received a copy of the audited financial statements. Hans moved that they be approved and Phil seconded the motion.

NEW BUSINESS

- Electric meter conduit

Units 7,16,18,26,28,38 and 24 have conduit issues near the electric meter. It was understood that Xcel would do the work, but discovered that they no longer do. This work was put out to bid. Several approaches and prices were received. A decision was made to use Lightning Mobile to make the repairs.
- Water usage is normal
- September 12th, 2013, storm damage – J&B roofing is inspecting all damage reported and will provide an estimate to repair.

UNFINISHED BUSINESS

- Unit 19 – All sewer work is on hold until the sewer is rescoped. If there is a need to do concrete repairs subsequent to sewer repairs, it was suggested that the HOA get bids to do the work as part of ongoing concrete work needed, rather than have the sewer contractor do the concrete work. Quality First has been approved to do the sewer work with “stipulations”.
- Units 53 and 60 – balcony repairs approved by the Board
- Unit 57 – drain replacement approved by the Board

MANAGER’S REPORT

- No issues.

ADJOURNMENT

- The meeting was adjourned at 8:20 pm