

HIGHLINE CLUB OWNERS ASSOCIATION

Minutes

BOARD OF DIRECTORS MEETING

Monday October 21, 2013

Present:

- Board Members: Phil Faulkner, Hans Schulze, Rick Moss and Cliff Rock
- Property Manager, Ricardo Lases, Weststar Management
- Residents: Suzanne Swafford #57, Leo Haas #14, Carolyn Engelken #39, Roseanne Schulze #43, Peggy Rogers #32, Jackie Havel #13, Earl Pitzer #20, Mark Mulvany #16, Norm Kushner #33

CALL TO ORDER: The Highline Club Board of Directors meeting was called to order by Phil Faulkner on October 21, 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, Denver, CO. A quorum was established.

APPROVAL OF MINUTES: Cliff Rock moved and Hans Schulze seconded that the minutes of the September 18, 2013 Board Meeting be approved. Motion passed unanimously.

HOMEOWNERS FORUM:

- Rick Moss reported that the broken light in the front will be repaired in the next few days.
- A scope of the sewer lines from units 19 and 20 shows that there are blockages and potential breaks in the lines.
- Suzanne Swafford #57 requested that the HOA repair the interior dry wall next to the drain that was repaired in her unit. The Board discussed that this is usually the homeowner's responsibility, but Rick Moss will look at it and we will make a decision on the repair by the next meeting.
- Unit #33 the trim board had pulled away from the siding and needs to be recaulked.

COMMUNITY UPDATE REPORTS:

- Ricardo Lases submitted the following list of projects and maintenance completed in the month of September, 2013:

Highline Club

Completed Projects/Maintenance during September

Project Maintenance	Unit/Location
Replacement of Deck Membrane	Unit 53
Replacement of Deck Membrane	Unit 47
Annual Inspection of Exit signs and Extinguisher	Clubhouse
Jetting and DVD sewer line	Unit 20
Trim Replacement along stairs	43, 44 & 16
Cleaning of Clubhouse	Clubhouse
Removal of Cottonwood	Behind tennis courts

COMMITTEE REPORTS:

Landscaping Committee:

- Roseanne Schulze said the tree trimming and pruning is currently underway. She suggested that the tree at Unit #15 be removed.

ACC Committee:

- The Board ratified the ACC requests that were approved by email:
 - Dish was installed on Unit #38
 - Cap was replaced on the privacy fence at Unit #6
 - Front stairs and deck was painted on Unit #51
- Unit #32 has submitted an application to replace certain windows in the Unit. Hans Schulze moved to approve the application and to have the ACC approve the flashing. Cliff Rock seconded the motion. Motion passed unanimously.
- Leo Haas presented a form for homeowners to list areas in their homes that need maintenance and/or repairs.

Capital Improvements Committee:

- The question was asked, "What is the standing of the Capital Improvements Committee." The Board agreed that the role of the Committee needs to be better defined as it has become intertwined with the Reserve Study and Vision 2020 projects. However, once these projects are approved it will be Capital Improvement Committee that will help to establish the priorities of these projects as we move forward.

Communications Committee:

- No report

Review Current Financials

- Hans Schulze reported that the HOA is only able to make a partial repayment for the insurance from the operating fund to the reserve fund at the present time. Hans Schulze moved and Rick Moss seconded that the Current Financials be approved as submitted. Motion passed unanimously.

NEW BUSINESS:

- The Board reviewed the bids to paint the stairs for Units 8, 40, 41, 46, 48, 50, 52, and 57, and repairs to the deck at Unit #28. PST was the low bidder but their bid did not include repairs on Unit #28. The Board directed Ricardo to get a new bid from PST including the repair work on #28 and the front step railing wall on Unit #20.
- The Board agreed that there is required maintenance on the wing wall and hand railing at Unit #41. Hans Schulze moved and Rick Moss seconded that we accept the bid from MG Construction to do this work and install an approved railing. Motion passed unanimously.
- Unit #44 needs the front elevation trim and siding replaced. Rick Moss moved and Hans Schulze seconded that MG Construction be hired to complete this work under the direction of the Board. Motion passed unanimously.

UNFINISHED BUSINESS:

- The Board ratified the proposal from Davey to trim and prune the trees which had been approved by email.
- The Board directed Ricardo to get a proposal from Quality First Plumbing, the low bidder on the contract, to repair both sewer lines at Units 19 and 20.

ADJOURNMENT:

The meeting was adjourned at 9:00 pm.

NEXT MEETING: November 20, 2013