

HIGHLINE CLUB OWNERS ASSOCIATION

Minutes

BOARD OF DIRECTORS MEETING

Monday, February 17, 2014

Present:

- **Board Members:** Phil Faulkner, Hans Schulze, Mary Repetto, Rick Moss
- **Property Manager:** Ricardo Lases, Weststar Management
- **Residents:** Leo Haas - 14, Suzanne Swafford – 57, Jackie Havel-13, Stacy Lewis – 24, Pete Engelken – 39, Ray and Sharon Mohr – 60.

CALL TO ORDER: The Highline Club Board of Directors meeting was called to order by Phil Faulkner on Wednesday, February 17, 2014, 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: No new issues discussed

APPROVAL OF MINUTES: The minutes from the December 18, 2013, board meeting were approved unanimously. Rick Moss motioned and Mary Repetto seconded.

COMMUNITY UPDATE: A brief discussion of unit repair work. Water usage statistics showed elevated usage in building containing units 22-25. A leak was found in one of the units and repaired.

COMMITTEE REPORTS

- Landscaping Committee – no report
- ACC Committee – Unit 44, the prototype for siding repair, discussed. Water intrusion has caused deterioration and there is a plan in place to address.
- Communications Committee – 10 people have signed up for this committee. First meeting to be held in early March where committee role and future will be defined. Plans include possibly providing a newsletter and the committee has a goal to get Board meeting attendance increased.

CURRENT FINANCIALS

- Hans Schulze recommended approving January statement and will investigate an increase in sewer charges
- Hans moved to approved financials, Mary seconded, approved unanimously

NEW BUSINESS

- Assessment payment plan discussed. If the Feb 19 Special Assessment is passed, the First \$5000 of assessment will be due April 1, 2014, the Remaining \$5000 will be due August 1, 2014. It was suggested that Residents may have the option of paying first portion of assessment in monthly installments of \$1250 beginning April 1, 2014, with subsequent payments due May 1, June 1 and July 1. $\frac{3}{4}\%$ interest will be due on unpaid balance for payments made in May, June and July. Residents may have the option of paying the second portion of the assessment in monthly installments of \$1250 beginning August 1, 2014, with subsequent payments due September 1, October 1, and November 1. $\frac{3}{4}\%$ interest will be due on unpaid balance for payments made in September, October and November. The Board will make a motion and vote on a payment plan pending approval of the Special Assessment.

- Weststar will charge \$500 to set up assessment collections and will charge \$100/month to monitor and collect payments and to manage late payments.
- A motion was made by Mary to accept the Highline Club Owners Association Collection Policy and Procedure. This incorporates Colorado State Statute HB13-1276 dealing with the treatment of delinquent payments. Hans seconded the motion. Unanimous approval.
- Snow and ice removal. A draft Snow and Ice removal policy was discussed. This policy is intended to define what the HOA will provide regarding snow and ice removal. The association will not provide snow removal on Homeowner lots. The homeowner shall remove snow on their lot which extends up to the concrete pan. The current contract for snow removal stipulates that snow in excess of 4" will be plowed within 12 hours after the snow storm has ended. Hand snow shoveling has a similar stipulation. Physical ice removal is available on request but has no stipulations. All snow and ice removal costs are charged at time and material rates noted in the Contract. The Board is looking at options to remedy ice buildup and to implement a snow and ice removal policy.

UNFINISHED BUSINESS

- The new Board was ratified.
 - A) Phil Faulkner – President
 - B) Rick Moss – Vice President
 - C) Mary Repetto – Secretary
 - D) Hans Schulze – Treasurer
 - E) Tony Taylor – Member-at-Large

MANAGER'S REPORT – Several leak / water intrusion issues were discussed. Repairs have been completed or are in progress.

EXECUTIVE SESSION

The meeting was adjourned at 8:15pm