

HIGHLINE CLUB OWNERS ASSOCIATION

Minutes

BOARD OF DIRECTORS MEETING

Wednesday, July 16, 2014

Present:

- **Board Members:** Phil Faulkner, Hans Schulze, Buzz Rappaport, Mary Repetto and Rick Moss
 - **Property Manager:** Ricardo Lases, Weststar Management
 - **Residents:** Leo Haas - 14, Stacy Lewis – 24, Pete Engelken – 39, Susan Ando – Unit 28, Terry Searles – 18, Cliff Rick – Unit 40, Roseanne Schulze-43
- **CALL TO ORDER:** The Highline Club Board of Directors meeting was called to order by Phil Faulkner on Wednesday, July 16, 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:

Decision to ensure clubhouse windows kept closed at night

According to the by-laws, the homeowner is responsible for painting their stairs, not the association

There have been numerous complaints about dogs running at large and owners not cleaning up after them. The Board will follow existing rules to help curb this breach

APPROVAL OF MINUTES:

The meeting minutes for June were reviewed and unanimously approved

COMMITTEE REPORTS

- Landscape Committee - Roseanne reported the following:
 - A) The June 21, 2014, workday was a success with more than 20 homeowners participating
 - B) On July 20, 2014, the tree pruning was completed by Davey
 - C) The Committee is working to come up with a solution to the remediation of the area just southeast of Unit 6
 - D) There was a motion to approve the reimbursement of monies spent by community members on the planting supplies. Hans seconded. Unanimous approval.
- ACC Committee – Leo gave the following report of the monthly activities:
 - A) J&P is being asked to use the evaluation they provided to give a bid to make repairs to units to see that necessary repairs are made to keep water out of the buildings
 - B) The Board is following up with Centimark on warranty issues on the EPDM roof they installed
 - C) Unit 39's request to replace windows was approved as the insurance certificate was received
 - a) Phil motioned to approve, Hans seconded, unanimous
 - D) Unit 42 request to replace patio stairs was approved with stipulations
 - a) Hans motioned, Rick seconded, unanimous
 - E) Unit 9 – windows approved. Board would like an update of what Anderson is providing.
 - a) Buzz motioned, Hans seconded, unanimous

- Communications Committee – Stacy Lewis reported the following:
 - A) An educational seminar for the homeowners will be held before the end of summer regarding the Governing Documents of the Association.
 - B) A welcome kit for new homeowners is in progress
 - C) The second newsletter is being created

CURRENT FINANCIALS:

Part two of the assessment is due August 1, 2014. The amount of this assessment is \$5000.

Hans motioned to approve the financial statements, Rick seconded, unanimous.

NEW BUSINESS

- Bids have been received from four contractors to perform stair, siding and deck work.
- In order to delineate other repair requirements, ECC has been suggested to perform the following on a “not to exceed” \$20,000, Time and Material basis at \$50/hour:
 - Replace the balcony membrane at Unit 11
 - Repair the wing wall at Unit 10
 - Repair the wing wall between units 15 and 16
 - Repair the privacy fence at Unit 10
 - A final decision has not been made on the exact work to be done, but during the meeting these repairs were suggested.
- August 24, 2014, has been suggested for the Highline summer picnic.

UNFINISHED BUSINESS

- a. **Insurance:** The Board voted to accept Lloyd’s Of London insurance. It is rated at AA+ and above. Mary motioned to approve, Rick seconded. Unanimous.
- b. **Buildings:** The Scope of Work was completed, the RFP was distributed. Three of five responses have been received.
- c. **Recreation Area:** The architectural drawings are complete and the electrical drawings are nearing completion. A materials list is required before the RFP can be completed and submitted to three or more contractors.
- d. **Asphalt:** The RFP is complete. Ricardo has been asked to distribute by July 18, 2014.

MANAGER’S REPORT/COMMUNITY UPDATE REPORT – The action item list and community update report were reviewed.

CORRESPONDENCE – none to discuss

EXECUTIVE SESSION – the Board went into executive session at 8:20.

The meeting was adjourned at 8:30pm