

HIGHLINE CLUB OWNERS ASSOCIATION

Minutes

BOARD OF DIRECTORS MEETING

Wednesday, November 19, 2014

Present:

- **Board Members:** Phil Faulkner, Hans Schulze, Buzz Rappaport, Rick Moss and Mary Repetto
- **Property Manager:** Ricardo Lases, Weststar Management
- **Residents:** Leo Haas - 14, Stacy Lewis – 24, Roseanne Schulze-43, Mark Mulvany-16, Tom Watson – 10, Pete Engelken-39.
- **CALL TO ORDER:** The Highline Club Board of Directors meeting was called to order by Phil Faulkner on Wednesday, November 19, 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 discussion requested

APPROVAL OF MINUTES:

The meeting minutes for October were reviewed and unanimously approved. Motion made by Buzz, seconded by Hans, unanimous approval.

COMMITTEE REPORTS

- Landscape Committee - Roseanne reported the following:
 - A) There was a motion to approve \$4258 for Davey Tree to prune and remove trees located behind Unit 53 and Unit 11. The motion was made by Hans, seconded by Rick and unanimous approval upon the condition the 2015 budget is approved.
 - B) The Emerald Ash Borer treatment previously discussed is not advocated at this time as the Ash Borer is not yet here. The Landscape committee is keeping close tabs.
 - C) Ricardo will contact JKB about snow removal on north facing units in the concrete pan area when snowfall exceeds 2”.
- ACC Committee – Leo gave the following report of the monthly activities:
 - A) Reports included under New Business
- Communications Committee – Stacy made the following report:
 - A) Progressive Dinner is being planned.
 - B) The Committee will help communicate Vision 20/20 at the annual meeting.

CURRENT FINANCIALS: Hans had no questions. The parking payment for Unit 50 was incorrectly deposited and has been corrected. Some budgeted maintenance costs have come out of the capital account rather than the operating account as they were tied to capital improvements. Questions arose over the replacement of lighting in the front drive. This is a budget item for 2015. There was also discussion around maintenance on these lights as well as the garage lighting and the contract that exists to repair and replace. Homeowners are encouraged to contact Ricardo when there are outages. Mary motioned to terminate the contract, Hans seconded and the motion was unanimous. Hans moved to approve the financials, Buzz seconded and unanimous approval.

The Board also did a line by line review of the 2015 budget with Hans leading the discussion. Inflation factors have been added to 2014 numbers.

Hans moved to approve the budget and increase dues to \$460. Buzz seconded, unanimous approval. This is consistent with recommendations mentioned at the January, 2014, annual meeting.

NEW BUSINESS:

- A) A motion was made by Mary, seconded by Buzz and unanimously approved to ratify the following:
 - a. Unit 3 – window and patio door replacement
 - b. Unit 33 – existing deck replacement
 - c. Unit 40 – installation of new doors
 - d. Unit 48 – replacement of rear door
 - e. Unit 18 change order ECC for siding repairs
 - f. Unit 37 change order ECC for deck replacement
 - g. Unit 33-34 wing wall repair by EWI
 - h. Unit 21 wing wall repair by EWI
 - i. Unit 48 window replacement by TR Services
- B) Proposal to install caps over beams located on units 1,6,17,25,29,30,34,35 &55. Motion made by Mary, second by Hans, unanimous
- C) Proposal to replace elevated deck at Unit 50 by EWI. Motion by Hans, second by Rick, unanimous
- D) Motion to approve 2015 Management contract with WestStar by Buzz, second by Hans, unanimous
- A) Proposal for 2014 financial audit and tax preparation. Hans motioned, Buzz seconded, unanimous.

UNFINISHED BUSINESS:

- B) Buildings: Punch list items are being addressed on ECC contract.
- C) Timeline for stairs from ECC on 11/19/2014. Framing inspection planned for 11/21/14. Final inspection before Thanksgiving. Demolition will begin on the next four sets of stairs (Units 37-48-49-50) on 11/24/14. Last stair replacement for 2014 will be on units 40-41-56-57 will begin after Thanksgiving and should complete by mid-December.
- D) Sport Court – windscreens have been installed and rolled up for winter storage
- E) Club House building – The RFP is scheduled to go out for bid on December 5, 2014, with responses due 12/19/2014. A pre bid meeting with contractors will be held the week of 12/8/2014.
- F) Asphalt – temporary asphalt surface was installed. This will be replaced in the spring when temperatures permit the subgrade to thaw and work can be completed. There was a motion to approve the temporary surface by Hans, seconded by Buzz and supported by Mary and Phil. Rick Moss abstained. The Board will be meeting with Brown Brothers on the 2015 contract.
- G) The Attorney has the Declaration of Covenants rewrite and we are waiting for their reply.

MANAGER'S REPORT/COMMUNITY UPDATE REPORT – The action item list and community update report were reviewed. The Board discussed the withholding of utilization of amenities and voting privileges when accounts are delinquent 90 days.

CORRESPONDENCE – discussion about letters sent to community members whose accounts are in arrears; about letters on improper parking and about an insurance claim filed by a former tenant.

EXECUTIVE SESSION – the Board went into executive session at 8:30 pm.

The meeting was adjourned at 8:45 pm.