

HIGHLINE CLUB OWNERS ASSOCIATION

Minutes

BOARD OF DIRECTORS MEETING

Wednesday, December 17, 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, Roseanne Schulze-43, Pete Engelken, Carolyn Engelken-39, Suzie Ando-28.
- **CALL TO ORDER:** The Highline Club Board of Directors meeting was called to order by Phil Faulkner on Wednesday, December 17, 2014, at 6:33 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:

- Lighting at front entrance sign is out. It is not the bulb and will have someone out to repair.

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) JBK bid \$4,335 to create a path on the SE corner of the tennis courts. The Board felt this is more than it wants to spend and will get a second bid with a redefined scope. Pavers were donated by Unit 15.
 - B) Davey Tree intends to remove the trees behind Units 39 and 53 in January. Funds have already been approved.
 - C) The treatment of borders around the privacy fence at each unit will be discussed in conjunction with the Declaration of Covenants.
- ACC Committee – no new ACC requests
- Communications Committee –
 - A) The fall newsletter is out
 - B) The Committee will meet with the Board on 12/29/14 to see how it can assist with the January homeowners forum, tentatively scheduled on 1/14/15.
 - C) The Committee will help communicate Vision 20/20 at the annual meeting.

CURRENT FINANCIALS: Hans had no questions. Mary motioned to approve, Buzz seconded, unanimous.

NEW BUSINESS: A) Board ratified the acceptance of an invoice for work done on Unit 37. Mary motioned, Buzz seconded, unanimous.

B) The Board approved the bid for gutter cleaning submitted by J&P in the amount of \$1647, with the stipulation that J&P clarify how downspouts will be cleaned. Phil suggested they be snaked to remove all obstacles. Mary motioned, Hans second, unanimous.

C) The Board has requested ECC continue work in 2015 including stairs, garage fronts, balcony membranes, paint and caulk and other miscellaneous items. Pricing should be kept the same. This would allow continuity in the work being done and avoid the need to start with a new contractor.

UNFINISHED BUSINESS:

- A) ECC is completing the last 4 sets of stairs for 2014. There remains a punch list of items for completion, including handrails. ECC is to provide us pricing on outstanding work orders.
- B) EWI has completed the beam caps, with some punch list work remaining. The deck at unit 50 should start on 12/18/14.

- C) Club House building – A pre-bid meeting was held on 12/17/14 with the three contractors selected. Bids are due back by 1/9/15, however one contractor has asked for an extension due to the holidays, so the reply date could get extended by one week. This is TBD.
- D) Asphalt – Phil met with John Brown today. Brown Brothers is completing the work order for the concrete work already completed and for the temporary asphalt surface laid. The Board would like Brown Brothers to do Phase 2 of the street and pan work if terms can be agreed upon.
- E) Vision 2020 – The Board has had working sessions to discuss capital expenditures planned for 2015. The Board plans to share with the community the specific work to be done, unit by unit, in 2015. Likely there will be an assessment with the amount still to be finalized. This work will be shared with the community and the 1/14/15 community forum. Hans is working with banks to determine the safest place to hold funds until allocated funds are distributed.
- F) The Community Forum is tentatively scheduled for 1/14/15 where Vision 2020 work and funds will be discussed. There will be one Board opening in 2015.
- G) The Attorney has the Declaration of Covenants draft which should be forwarded to the Board on 12/19/14. Hans will review with Alan Bucholtz prior to the annual meeting.

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

CORRESPONDENCE – discussion about letters sent to community members whose accounts are in arrears.

EXECUTIVE SESSION – the Board went into executive session at 7:40 to discuss delinquent accounts.

The meeting was adjourned at 7:45pm.