

HIGHLINE CLUB OWNERS ASSOCIATION

Minutes

ANNUAL HOMEOWNERS MEETING

WEDNESDAY, January 28, 2015

Present:

- **Board Members:** Phil Faulkner, Buzz Rappaport, Hans Schulze, Mary Repetto, Rick Moss
- **Property Manager:** Ricardo Lases, Weststar Management
- **Residents:** 36 Homeowners attended, 8 proxies submitted

CALL TO ORDER: The Highline Club Board of Directors meeting was called to order by Phil Faulkner on Wednesday, January 28, 2015, at 6:34 PM. The meeting was conducted at Hamilton Middle School. A quorum was established. Stacy Lewis, chair of the Communications Committee, provided an overview of the meeting.

APPROVAL OF PREVIOUS ANNUAL MEETING MINUTES: Cliff Rock moved to approve and Dexter Writer seconded the motion. Minutes unanimously approved.

APPROVAL OF February 19, 2014 COMMUNITY MEETING MINUTES: Al Rodgers moved to approve and Dexter Writer seconded the motion. Minutes unanimously approved.

NEW BUSINESS

1. President's Report

- a. Architectural Review Committee – Leo Haas, Chair, gave update on community repairs by homeowners and by community and noted there is much work to be done in 2015 and forward.
- b. Landscape Committee – Roseanne Schulze provided a summary of 2014 work done with Davey Tree including spring planting of island and other locations, stone work on parking, cleanup of SE corner of community. Planned for 2015 to improve areas where trees dying, shabby and/or overgrown; shrubs along parking area north of units 31-34, improve areas around pool, etc. Request made for more community participation to assist this committee.
- c. Capital Improvement Committee – Phil noted that Board has taken on this function and made a part of Vision 20/20. Evaluation from J&P is basis for much work needed in 2015 around water intrusion and other needed repairs.
- d. Communications Committee – Stacy Lewis shared the purpose of the committee, some of the work they had done in 2014, and encouraged community members to join this neutral committee in 2015.

2. Board of Directors

- a. There was on vacancy on the Board. Buzz Rappaport had completed the one year remaining on Tony Taylor's term and agreed to serve another three years. Phil requested other nominations. None were made. Buzz Rappaport was elected unanimously. Officers for 2015 were subsequently identified as:
 - i. Phil Faulkner – President, one year remaining
 - ii. Rick Moss – Vice President, two years remaining
 - iii. Buzz Rappaport – Secretary, three years remaining
 - iv. Hans Schulze – Treasurer, one year remaining
 - v. Mary Repetto – Member-At-Large, two years remaining

VISION 2020 Discussion of 2014 and 2015

Stacy Lewis and Ray Mohr presented hard hats to each Board member as a thank you for the hard work done in 2014. Phil was also presented a cardboard cutout of the energizer battery for all his tireless work overseeing the projects. Phil then thanked the community for their support.

1. Phil reviewed the why of Vision 2020 as a summary reserve analysis. As we prioritize projects for 2015, the first concern is safety, the second concern is failure and the third is water intrusion.
2. Review proposed capital expenditures for 2015.
 - a. By the end of 2015, every garage front in the community will have been addressed. Water has intruded into all 18 that have been replaced. The remaining 42 will be done in 2015.
 - b. Asphalt began, delayed because of weather; to be completed in spring, 2015.

- c. Building items – general agreement that contractor will maintain pricing from 2014 to 2015
- d. Budget recap – 2014
 - i. \$180,000 available at beginning, \$600,000 from assessment, \$103,000 from monthly contributions for a total of \$883,000 available for capital improvements
 - ii. Hans reviewed variances from projections for 2014
 - iii. Negative variances due to damages discovered when work being done on siding and wing walls; clubhouse variance due to delay of work start
 - iv. Available for 2015 work is \$437,000
- e. Forecast for 2015
 - i. Buzz reviewed work to be done in clubhouse area – concrete deck, clubhouse work, landscape
 - ii. Phil gave overview of bid package for clubhouse, fencing, pool deck. Basic bids came in \$60,000 over our estimates. The Board is working to manage that number to an acceptable amount. The low bidder is working with us to value engineer the work to meet our budget. We do not yet have a contract.
 - iii. A homeowner asked about schedule for clubhouse work. The hope is to finish in May, before Memorial Day. The contractor is working with the Board and thinks we can meet that goal.
 - iv. Phil also discussed the need to repair the sewer line from the clubhouse to the street for approximately \$8,000. The pool deck also needs repair or replacement and this work can be done together to save money.
 - v. Allocated for 2015:
 - 1. 42 garage fronts, 4 stairs, one wing wall, 11 balcony membranes for \$245,000
 - 2. Asphalt and concrete – only concrete work to be done in 2015; will remedy safety concerns on stairs, deviations in concrete surfaces = \$69,000
 - 3. All bollards along the entry drive, bollard in front of unit 19 = \$10,000
 - 4. Recreation area – pool deck repair, \$10,000 for clubhouse furniture
 - 5. Clubhouse renovation - \$323,000
 - vi. Presently have \$437,000 for 2015 capital work. Recommend to spend \$637,000 in 2015
 - vii. Source of funds will come from monthly contributions. There is a shortage of \$97,000. Recommending a \$3,000 assessment which will leave \$82,000 in reserves
 - viii. Discussion ensued on adequacy of reserve balance. Agreed that this is not enough. Board hopes to come in \$30-\$40,000 less on clubhouse to help boost reserves.
 - ix. The Board will not be going out for new bids for garage fronts, stairs, balconies and wing walls.
- f. Declaration of Covenants
 - i. Discussion is being deferred to February 18th meeting. The hope is to finalize review, have Alan Bucholtz review and vote on it. The original documents still include the developer, some homeowner responsibility, and language that appears vague. Alan indicated that Section 9 may be of most interest to homeowners. We will meet with community again to discuss prior to a final vote.
 - ii. The assessment will be voted upon on February 18th.

ADJOURNMENT

The meeting was adjourned at 8:27.