

HIGHLINE CLUB OWNERS ASSOCIATION

MINUTES

BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 15, 2015

PRESENT:

- * Board Members: Phil Faulkner, Rick Moss, Buzz Rappaport
- * Property Manager: Ricardo Lases, Weststar Management
- * Residents: Pete Engelken, Leo Haas, Sharon Mohr, Roseanne Schulze, Sharon Bricker

CALL TO ORDER: The Highline Club Board of Directors meeting was called to order by Phil Faulkner on Wednesday, April 15, 2015 at 6:31PM. The meeting was conducted at Unit 6.

HOMEOWNER FORUM: Sharon Bricker asked about the submission of her request to move her privacy fence, thereby expanding her back patio area. Leo discussed the need to address issues of sprinkler replacement, drainage and liability. Sharon also asked about replacement of handrails on her front entry stairway; specifically the absence of a handrail for the top riser. Phil stated that the presence of a handrail on all risers for these stairways is inconsistent in the community, and that the Board would need to review the issue of HOA vs. Homeowner responsibility for installation and maintenance of handrails that are not original to the building.

APPROVAL OF MINUTES: The minutes were amended to include the successful repair of roof leak in Unit 33. Rick moved to approve the amended minutes, and Phil second; approved unanimously.

COMMITTEE REPORTS

1. Landscaping Committee-Roseanne reported on the upcoming work that JBK will be doing to begin the season for irrigation, and lawn, tree, planting area maintenance, and shrub replacement. She asked about the need to address the pathway to the East entrance of the sport courts, relative to the timing of the resurfacing of the courts and the clubhouse renovation. Phil stated that the start dates of the clubhouse and sport court work is still uncertain. There was discussion about the status of the grounds modification plan for Unit 15, specifically regarding pavers and edging. The committee recommends the use of steel roll top edging. Rick moved to stipulate the use of this edging, Buzz second, and approved unanimously. Roseanne also announced that the Landscaping Committee will have an open house at Unit 43 on 4/16 at 7:00PM to discuss their function and attract new members.
2. ACC Committee-Leo reported on pending and new applications:
 - a. Units 3 and 48 window replacement will be resubmitted due to the need to find another contractor.

- b. Unit 13 work will be completed within the week. A proposal to reinstall a heat cable will be submitted by the contractor.
 - c. Unit 15 work will be completed within the week.
 - d. Unit 29 repair work on privacy wall and wing wall connection was discussed. Buzz recommended approval of the application, Rick second, Phil abstained, unanimously approved.
 - e. Unit 45 deck modification and 44/45 wing wall work has begun. There was discussion regarding the location of the property line, and it was established that the work is well within the line.
 - f. Unit 38 is exploring the possibility of a privacy wall extension. There was discussion about the property line for the building. There was general discussion about homeowners' right to extend enclosures of privacy walls, decks, etc. to the limits of their property line.
 - g. Unit 9 is planning a modification to their privacy fence and gate. This will involve work on adjoining wing walls. Leo discussed the possibility of joint HOA/homeowner work on multiple units as was done at the rear of Units 1-5 last summer.
 - h. Unit 40 is planning the replacement of their privacy fence. The design of the new fence and repair of adjacent wing walls is under discussion.
 - i. Unit 34 wants to completely rebuild the deck. The contractor is a subcontractor of ECC who has rebuilt other decks in the community. The application was submitted at the meeting. It was recommended that this be reviewed and voted on via e-mail.
 - j. Unit 60 wants to install a new awning for the patio, and an exterior solar screen for the dining room windows. Awning will extend 13', attach to main building frame and conform to community standards. Solar shade is a sun screen that is a dark blue/gray color, is contained in a white canister, and runs in a track on the exterior of the window. Buzz motioned to approve the application and establish the shade color as the community standard; Rick second, unanimously approved.
3. Communications Committee-Sharon Mohr reported that the Welcome Kit has been updated, and a kit was delivered to Unit 2. Leo asked if the kit could include information regarding the need for an ACC application to install a fireplace insert. Sharon suggested inclusion of this information and other fire/safety issues in the newsletter rather than the welcome kit. There will be an event on the sports court that Suzy Ando is organizing which will occur sometime in May.

REVIEW CURRENT FINANCIALS - deferred until April statements are prepared.

NEW BUSINESS

1. Buzz motioned to ratify ECC proposal for change order 12, 2015 painting proposal. Rick second, unanimously approved.
2. Rick motioned to ratify J&P proposal to replace balcony membranes on Units 20, 32, and 44 and Crow's membranes on Units 18 and 24. Buzz second, unanimously approved.

UNFINISHED BUSINESS

1. Ricardo has received one proposal for pool maintenance, and is waiting for a second. No decision at this time.
2. Discussion regarding clubhouse Value Analysis items.
 - a. Phil moved to reject the clubhouse north/south beam alternate proposal, Buzz second. Vote was 2-1, in favor of the motion, and was passed.
 - b. Rick motioned to retain replacement of upper windows, Buzz second, unanimously approved.
 - c. Rick motioned to retain replacement of frost proof hose bib and water reducing valve, Buzz second, unanimously approved.
 - d. Rick motioned to retain installation of outdoor wet bar, Phil second. Vote was 2-1 in favor of motion, and was passed.
 - e. Rick motioned to accept deduction of the outdoor shower, Buzz second, unanimously approved.
 - f. Decision to accept/reject shade sail structure was tabled pending better delineation of costs.
3. Asphalt and concrete work is scheduled to begin on May 4th. Proposal for additional work is pending.
4. Status of Declarations/Covenants- discussion regarding HOA vs. Homeowner responsibilities regarding garage slab, tabled pending review.

MANAGER'S REPORT

A work order was issued to Four Seasons Awnings to evaluate several awnings. Evaluation is complete, work is pending.

EXECUTIVE SESSION

1. Review of Member Balances.

ADJOURNMENT

Meeting was adjourned at 8:55pm. Buzz motioned, Phil second, unanimously approved.