

Highlands Condos
Board Meeting
Friday, May 5, 2023 -Zoom Call
Agenda

Call to Order and Roll Call

2:20pm

Board of Directors

Sandi Gaffney (34)
Wes Connelly (45)
Scott Lewis (15)
Josh Morello (42)
Gayle Lawrence (43)

WEB Properties

Bill Butler, President

Financial Update through April 30, 2023

The Board reviewed the budget with Bill from WEB Properties. A final statement will be available in a few days. The Association overspent on the YTD budget by \$1493.41 due to unplanned snow removal expenses and a reduction in revenue. The primary revenue shortfall is due to some owners' delinquent payments of HOA fees, and the revenue shortage will affect HOA's ability to pay its bills promptly. The Board will make some decisions about how to address the cash flow shortfalls that may occur in the future.

Capital Reserve Fund Projects

Step Replacement - The board reviewed the final bid proposal from contractor First Onsite. The Board agreed to proceed with the bid and stair replacement proposal from First Onsite. The final cost of stair replacement is \$20,945.19.

ARC Electrical Projects - ARC Electrical provided bids for several outstanding projects on the property. The Board reviewed the proposals and discussed options for moving forward. The landscape lighting projects are unbudgeted at this time.

Landscaping lights-Bid provided to replace 22 exterior light fixtures on existing poles on the property. The proposed replacement is an LED post top that will be affixed to the existing poles. The Board decided to have one light top replaced to determine if we liked the light. The bid to replace all tops is \$12,218.00.

Front Sign Lighting – A separate bid was provided to add a new LED light to the brick entry sign. The installation cost is \$3,444.00, but the Board did not decide on this item at this time.

Electrical Panel/Meters- Arc Electric is working with Avista Utilities to determine the best way to perform the work without cutting power to the entire community. The Board hopes to see this project move forward soon.

Dumpster Concrete Pad and Repairs - Bill reported that WEB Properties repaired the fence around the dumpster that the waste management company damaged. The Board discussed the expansion of the concrete area in both dumpster areas on the property so that the trash and the recycle containers fit within the fenced area. The project would include replacing the fence material, and Bill WEB will facilitate getting some bids. The Board also discussed replacing the smaller recycle bins with one large bin or eliminating the recycle bins if allowed by the city. The Board still needs to make final decisions on proceeding with this project.

Carport Beam Repair and Recommended Inspection Schedule - The Board had previously requested that WEB Properties find a contractor to complete the repairs recommended by the engineer, but so far, they have been unable to find a contractor willing to do the work.

Painting- New photos were uploaded into the painting widget for Miller Paint company. The Board members will select several paint combinations for owners to select from. Painting will occur in 2024.

Residents Delinquent on HOA Fees

The attorney sent letters to two owners who are significantly delinquent in paying HOA fees. Each has until May 19th to respond to the demand and offer a payment plan. The Board will review the plan and accept or take further action to collect the fees. An attorney is advising the Board on how to proceed. One owner has acknowledged the notice, and a lien and the HOA has placed a lien on the property. The other owner still needs to acknowledge the notice. WEB will move forward with filing a lien on this property as soon as possible.

Pool – Need for Certified Pool Operator

Only one volunteer has offered to help with the required pool testing. The city has a class in June, and the city will require that the pool is tested two times a day. As previously stated, the pool will remain closed if we cannot do the testing as needed. WEB properties will send another notice to owners to solicit additional volunteers.

TDS Right of Way Access

The Board discussed the TDS request to install telecommunication/cable equipment, etc., necessary to provide 1GB services to the Highlands property. The general feeling is that it would give owners another service choice. WEB Properties will contact TDS with some questions about the installation, and the Board will decide after hearing back from WEB.

Birds update/Eden Advanced Technologies

The Board approved an updated bid from Eden Advanced Technologies to include additional treatments to buildings with units 40 – 45. Actual damage to the siding and trim will be repaired after treatment is complete. Eden Pest Control will do treatments in May, and the cost will be \$3,297.25. Treatment includes insect control and bird repellent.

Sign options -Dog Poo/No Smoking

This discussion was tabled, and no decisions were made about adding signs.

Open Forum

The Board expressed concern that the recent additional expenses for electrical work, bird remediation, etc., will have a negative impact on the reserve fund. These expenses were not included in the projections done last year. If this trend continues, hard decisions will have to be made on operating budgets and reserve funds.

Bill will send the Board an article from Fannie Mae talking about blacklisting condominium communities that do not adequately plan or maintain adequate reserves to maintain building and property safety.

Meeting Adjourned at 4:00pm