

Highlands Condos Board Meeting
Monday July 17, 2023 – Zoom Call

Call to Order and Roll Call

10:00AM

Board of Directors (Establish Board Quorum – requires two)

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

WEB Properties

Bill Butler, President
Lauri Liptac, COO

Financial Update through June 30, 2023

Bill reviewed the year-to-date revenue and expenses, noting that currently, there is very low operating cash available to pay for operating expenses. WEB Properties is working to collect payment from delinquent owners. Still, several significant costs have drained the money available, including pool repairs, legal fees, and pest control work in the spring. The pool repairs and pest control meet the criteria to use reserve funds, so the board reluctantly voted to transfer funds from the reserve fund to the operating budget for pool repairs and pest control. The board is very concerned that with unplanned expenses and rising costs for contracted work, the reserve fund may not be adequate to complete projects scheduled for 2024, including painting all buildings.

Capital Reserve Fund Projects

Painting -The Board is putting together color combinations to present to the HOA members to vote on before the Annual Meeting. The goal is to provide the options to owners for voting by September, and the annual meeting is tentatively planned for November. The Board asked WEB to get painting bids in September or October for the following year. Getting early quotes will be necessary to gauge our financial ability to fund future reserve projects.

Replacing Shakes on Carports and Townhomes– The Board reviewed a bid for replacing the shakes on carports and townhomes with hardi plank siding. The quote was \$184,896.00. The Board agreed that this cost is prohibitive, and we will likely be unable to replace them. If not replaced, they will be cleaned and painted along with the other buildings.

Light Project – ARC Electric – Bill did not have an update on this project as he was not getting a response from ARC Electric. He will update the Board as soon as he hears from them. ARC will locate where the wiring needs repair so that the lights that are not working can be reconnected. Replacing all light fixtures is \$12,218.00 and does not include repairing electrical lines.

The Board approved the replacement of all light fixtures and repairs for the safety and security of the community.

Panel Replacement – ARC Electric – Bill did not have an update on this project but will keep the board informed as things progress.

Pool – The leak was found and repaired. WEB properties fixed the concrete. When an attempt was made to start the pool, it was discovered that the filter had failed and needed replacement. The filter replacement caused sand to build up on the bottom of the pool. A filter has been ordered and should arrive in two weeks, and a service has been scheduled to vacuum the sand from the bottom of the pool.

Step Replacement – Bill reported the contractor ordered the stairs and work should begin within a week or two.

Operations

Delinquent Owners – One Owner significantly delinquent has been following through on the payment plan. One other Owner with a significant balance has not responded to our letters. Next steps will be taken by our attorney to get the Owner to engage with the Board on a plan. Other delinquent owners have been notified and Lauri reported that most have been responsive.

Carport Beam Repair and Dumpster Concrete – Bill has a bid coming in from a contractor to repair the carport beams and repair and enlarge the concrete pad in the dumpster areas.

TBS Fiber Optic Installation – Bill received an agreement from TBS to access the property to use existing lines but took exception to a paragraph that stated they could install equipment. Bill has requested an updated agreement to exclude this paragraph and will report to the Board.

Prohibit BBQ Grills – The Board voted to implement a rule prohibiting using BBQ grills on the property. One Owner has asked to be grandfathered in since they recently purchased a grill. The Board is considering the proposal but has not yet decided.

Neighboring Dead Trees – Bill has submitted a claim to enforcement related to the removal of dead trees on the adjacent property according to city code. He has not heard from them as of the date of this meeting.

Request from Owner to Install Attic Fan – The Owner of Unit 15 requested that the Board approve the installation of an attic fan. The Owner will pay for the installation, obtain the proper permits, and work with a licensed contractor. The installation will require accessing the roof to install the fan. The Board approved the request.

Cracks in Sidewalks – Bill reported that the cracks in the sidewalks will be done in the next couple weeks.

Next Meeting- August 21, 2023, at 10am

Meeting adjourned at 11:00am