

# Highlands Condos Board Meeting Minutes – April 15, 2024 9:00 AM

1. Call to Order and Roll Call
  - A. Board of Directors (Quorum Established):
    - Sandi Gaffney
    - Gayle Lawrence
    - Joshua Morello
    - Jim Speir
  - B. WEB Properties:
    - Bill Butler
    - Lauri Atchison
    - David Van Den Berg
    - Nathan Perri
2. Financial Update:
  - A. Review of March 2024 financial highlights
    - i. WEB provided a financial update, indicating that the CD matured and the funds were moved back into reserves.
  - B. Account Balances
    - i. - Operating account: \$7,578.72
    - ii. - Reserve account: \$83,751.97
    - iii. - Savings account: \$1,500.31
    - iv. - CD account: \$0.00
3. Capital Reserve Projects
  - A. Projects
    - i. Painting:
      1. Total Votes received: 36
      2. Top Scoring Selections:
        - a. Selection #3: 5 Votes
        - b. Selection #4: 4 Votes
        - c. Selection #7: 4 Votes
        - d. Selection #13: 4 Votes
      3. The top selections based on votes are 3, 4, 7, and 13. The Board reviewed the bid from Jeremiah at Fabulous Finish. This bid was discussed in detail, highlighting the complexity of the project, especially concerning safety issues and scaffolding expenses. The Board discussed potential funding options and the possibility of obtaining loans for the project. There was a consensus to prioritize certain areas for painting based on urgency and financial feasibility.
        - a. The Board is awaiting two more bids from ACI and Paint Crafters
    - ii. Lights Out Along Northridge Ct
      1. WEB Maintenance Engineers will be scheduled to dig out around the affected light to determine the direction of the line. ARC Electric will follow it to determine where the break in the line is.
    - iii. Stair Project – Budgeted for September after Painting.
      1. WEB has spoken with First On-Site, bid expected to be approx. \$25,000.00. Will wait to start project until September unless Board decides otherwise.

4. Delinquent Owners

- A. Unit 19 – WEB worked with attorney Bill Lenz who filed a lien against Unit 19 and sent notice to the mortgage company. Previously, the mortgage company responded with a request to pay off the lien in exchange for a superior lien position. The request was declined by Mr. Lenz on the principle that Highlands wishes to maintain its priority position.

5. BBQ's –

- A. The Board discussed the ban on barbecues within 10 feet of combustible construction according to the new State code. Consideration was given to the possibility of designating a barbecue area to offset the restriction. It was decided to hold a barbecue meeting on June 4, 2024, at 5:30 PM at Shadle Park Library, pending availability.
- B. Insurance bid: WEB provided an update on the efforts to obtain additional insurance bids. The Board is awaiting responses from insurance agencies and anticipates having more information by early May. Discussion also touched upon the potential impact of different types of property losses with the current insurance coverage. WEB will pay the current premium and the Board can decide to switch if they want once bids are received.

6. Old Business

- A. Drain spouts moved – puddles and ice issues – WEB working with Accurate Stripping for asphalt patch bid: expected late May
- B. Landscaping
  - i. WEB reported on the completion of spring cleanup and hillside cleanup.
  - ii. WEB to inspect pine saplings behind dumpster area and other potential landscaping issues for further action.
- C. Take over of Scott's President's Role on COA Board – Gayle is the new President and Jim Speir will take seat of Secretary.

7. New Business

- A. Pool
  - i. WEB informed the Board that the HOA has applied for a reduction in the pool annual permit fee due to the presence of a Certified Pool Operator (CPO), which allows for a smaller fee.
  - ii. WEB presented the plan for pool maintenance and opening. Pool World is scheduled to begin initial turn on and maintenance on April 25<sup>th</sup>. The goal is to have the pool operational by Memorial Day Weekend.
  - iii. Discussion included the need to remove the pool cover before maintenance begins and filling the pool above the skimmers. WEB's maintenance team is scheduled to handle the cover removal. Pool World will do the rest of the pool startup.
  - iv. WEB is getting bids for the pool room breaker panel and hot water tank replacement.
- B. WEB is obtaining bids for sprinkler water valve replacement.

8. Open Forum

- A. WEB introduced David Van Den Berg as the newest addition to the management team, replacing Nathan Perri, who will be leaving.

9. Next Board meeting: May 13th at 1:30 PM

10. Meeting adjourned at 10:10 AM