

## **Highlands Condominium Association Minutes of Bi-monthly meeting 4/8/15**

Board members present: Phil Abbott (Chair), Pat Lynd (Secretary), Mike Ireland,

Excused: Tiffany Mellow (Treasurer), Margi Larson

Guests: Mark Campbell (Property Manager)

Units present: 104, 105, 117, 210, 312, 314, 405, 414, and 420

Call to order: 6:32 PM - roll call - unit owners sign in.

**Approval of Previous Minutes** - Chair asks for a motion to approve February Minutes. Patrick Lynd moves to approve. Mike Ireland seconds. Board unanimously approves the February meeting minutes.

### **Announcements -**

The Comcast Committee formed at the last meeting appointed Rick Ohlson as its Chair. Rick will give a report later in the meeting.

**Financial Report** - Tiffany Mellow was absent so the Chair gave the financial report. Net operating income in the first three month of this year was; January \$11,185.43, February \$11,497.64 and March \$12,475.75. We are exceeding our target for rebuilding reserves. 100% of Net operating income is allocated to reserves.

**Lien Activity** - Three demand letters were sent out in late January. These resulted in a full pay off on one and partial payoffs on the other two.

- We have made three forbearance agreements on current liens last year. All three are current.
- It appears that 3 to 4 previously foreclosed units are sold or are about to be sold. These units will begin contributing maintenance fees again shortly.

### **Building Committee Report – Phil Abbott**

- The Foundation repair for Building 15 is just about 98% complete and it appears to be substantially under budget. This means we will be able to move ahead with Building 14's repair sooner. Preparations are already under way. In the interim, temporary shoring will be installed while design work is completed. The shoring is a little added insurance to stabilize the building, and the material will be used for construction shoring when the repairs are started.

- 3 porch and catwalk repairs completed at Building 1, 14 and 15.

- Painting of 2 buildings planned for late Spring/Early summer. A third may be possible.

**Comcast Committee** - Rick Ohlson reported that the committee formed to canvas owners about their usage of Comcast cable TV talked to 66 owners (including those that reported at the meeting) and out of that number, 49 used the service and 17 did not. The 17 included units that were obviously vacant. Rick stated that the committee had accomplished its stated mission. There was discussion of keeping the committee intact, but ultimately it was agreed that the committee had completed its charge and was disbanded.

**By laws Committee** - In Marga Larson's absence no report was given.

**Professional Management Selection Committee** - Phil Abbott reported that two Property Management companies have been approached. Kline Management approached by Rick Ohlson did not manage HOA's. Phil has met with Bob Bennett and two other Bennett staff members who promised to make a preliminary proposal. We are waiting for that proposal.

### **Old Business:**

- Hot Tub/Spa Pool: We have investigated purchasing a self-contained Spa Pool to replace the former in-ground spa pool. Investigation with Affordable Hot Tub and Spa as well as The State of Oregon Dept. of Health revealed that a self contained unit would not be legal due to inadequate filtering and chlorination capabilities for public use. Both Affordable Hot Tubs ("Affordable") and the State encouraged us to restore the original in-ground spa since our large remote pump and filter are in good condition and are what is required for public use. (We are considered a public use by the State and City of Eugene.)

Affordable made us aware of a source for a replacement shell for the spa for approximately \$750. The Board Authorized the purchase of a replacement shell as a "first step" in restoring the spa. The HOA will have to submit plans to both the State and City to rebuild the spa. In light of other pressing budget demands, the restoration of the Spa will proceed slowly as more pressing issues are resolved and funds are available.

- Light Poles on Main Drive was discussed again –The chair stated that it appears that there were more light polls missing than the one lost last July. Because this is a safety issue, the Board agreed to move ahead with seeking bids for an adequate number of light polls on the main drive. It was suggested that we replace all the drive lighting with LED fixtures. Mike Ireland volunteered to assist in developing specifications and seeking bids.

- Heat Pump request – an owner who previously requested permission to install a ground mounted Heat Pump and was denied permission, requested reconsideration of the request in a letter that was distributed to the Board. After considerable discussion, the Board decision remains unchanged and permission is denied.

### **New Business:**

**Spring Clean-up** - Another letter will go out encouraging owners to clean up their porches and balconies. This will be followed up by personal contacts to those who are in violation and are possibly subject to fines.

**Spring Planting** – The Chair called for volunteers to propagate Aluminum Plant, a small ground cover plant already growing on several locations on the property. It is most evident at Building 5 (133-140 Treehill Loop)

Shannon Kane (314) brought examples of the plant and demonstrated how to start cuttings. The plant is slow growing, close to the ground and does not climb. It appears to discourage weeds other invasive plants such as blackberry once it is established.

Some discussion ensued as to whether aluminum plant was a native plant or if it might be an invasive species. Mike Ireland volunteered to research it.

-Property Manager's report –

-An owner has requested that she be allowed to put up flyers to assist her in establishing a neighborhood family group. The group would meet periodically at the Recreation Center for gatherings of residents with children. The board agreed that such a group would be welcome, but that membership in the group shall be limited to Highland's residents.

-Call to Public –

-Mike Ireland would like to form a "Firewise" Committee to educate the community in fire prevention measures.

-Rick Ohlsen (405) raised the issue of limiting the number of renters allowed as part of the bylaws committee's charge.

Meeting adjourned at 8:03 p.m.

The next scheduled Board meeting is June 10, 2015

Faithfully submitted,

Patrick A. Lynd – Secretary