

## **Highlands Condominium Association Minutes of Bi-monthly meeting 06/08/16**

**Board members present:** Marga Larson (Chair), Rick Ohlson (Secretary.), Joyce Curtis (Board Member), Mike Ireland, (Board Member).

Absent: Wendy Petulla (Board Member)

**Property Manager present:** Mark Campbell.

**Guests Present:** None

**Units present:** 212, 128, 224, 421, 429, 222, 314, 403, 429, 222

**Call to order:** The regular meeting was called to order at 6:35 p.m.

**Approval of Previous Minutes:** Joyce Curtis moved. Mike Ireland seconded and the Board unanimously approved the 04/13/16 minutes.

### **Announcements:**

- 1) Wendy Petulla has resigned from the Board. Her unit is pending sale and anticipated to close this month. The Highland's board appreciates her service.
- 2) The Highlands Board now has an opening and encourages interested owners to volunteer.

**Financial Report:** Chair Marga Larson gave the financial report. The report shows us slightly ahead of budget for 2016. We have been accumulating reserves and meeting our maintenance schedule, as planned.

**Lien Activity:** The defective lien on unit 304 has paid off, resulting in a modest write-off. Several notices related to unpaid Special Assessments went out last month advising unit owners of their balances and notifying them of the July 1, 2016 delinquency date. These notices may result in additional collections and/or lien activity. We currently have three active liens with outstanding balances, only one of which is paying per our agreement.

### **Manager/Building Committee Report:**

- 1) EWEB plans to relocate the current main line so that it is off of our property and on city property, but due to their busy summer work schedule they are unable to give us a timeline for work.
- 2) EWEB will repave the area they tore up to repair the last leak and the carports will be rebuilt. Mark

determined that there was little risk in moving forward with this work before the main-line transition occurs as that work will effect another portion of the line.

3) Swanson's Pest has sprayed for carpenter ants and will do so again in the fall.

4) The HOA has live-animal traps. Residents may contact Mark Campbell with questions or concerns.

**Hot Tub:** Mark noted the tub install is complete. Residents are reminded to shower before using the hot tub and pool.

**Old Business:** See Manager Report

### **New Business:**

1) Joyce Curtis outlined her idea to create an Executive Committee to handle day to day HOA business matters. Joyce Curtis, Mike Ireland and Mark Campbell agreed to participate. Mike Ireland moved, Rick Ohlson seconded and the Board approved the establishment of the Executive Committee.

2) The board reconfirmed that two signatures are needed on checks larger than \$2,000, other than recurring payments regularly in excess of this threshold, such as EWEB and Comcast.

3) The Board has been looking for a Treasurer to replace the the Treasurer who recently resigned. Rick Ohlson moved and Mike Ireland seconded the appointment of Joyce Curtis, Chair and Marga Larson, Treasurer. The Board unanimously approved the motion.

### **- Call to Public -**

1) Sylvia addressed damage to her car the trees cause due to her carport having been dismantled. The board took her matter under consideration, but noted that EWEB's easement restricted rights to construct carports on the property and that as such, the Board, likely had no legal obligation to remedy the EWEB restriction.

2) Joe asked that someone reach out to the City of Eugene to request signage like the sign the Church down Willamette St has, which shows a driveway coming in to Willamette, around 43<sup>rd</sup>. He requests it be put up on the downhill side of Willamette, a block or 2 before our left side turn into The Highlands is made. Joe agreed to pursue the request.

MEETING ADJOURNED AT: 8:03pm  
Submitted by Rick Ohlson/405 Secretary