

APPROVED MINUTES SPECIAL MEETING FOR THE HIGHLANDS
CONDOMINIUMS
MARCH 20, 2019 Held at The Highlands Rec Center

Meeting called to Order 6pm

BOARD MEMBERS PRESENT: All- Marga Larson/Chair, Rick Ohlson/Secretary, Ellie Andrejko/Treasurer, Wayne Vincent/Assistant Secretary, Mike Ireland Member at Large

Units Present: 126,128,155,412,147,153,117,148,403,429,222,212

Property Manager: Mark Campbell present

Ellie motioned to adjourn to Executive Session, and it was seconded.

Board reconvened to open session at 6:30pm

Quorum confirmed in attendance

Item #4 from Agenda- confirmation this Board opts to follow Roberts Rules of Order & to keep civil discourse. A temporary Chair to be named from the Board if heated Debate includes the sitting Chair.

Item #5 of the Agenda “Reserve Study”

Open discussion on multiple facets of the completed Reserve Study. No action taken by the Board on Reserve Study funding. Motion by Board Member Wayne Vincent to “table further Reserve Study discussion until new Board is seated”. Seconded by the Treasurer/Ellie. Motion passed.

Item #6 Capital Improvements- Property Manager said new roofs & decks to happen with funds in hand. Shear Walls will not be done in this budget cycle.

Item #7A Employee Compensation –Wayne discussed salary increases for staff to be retroactive to January. That will mean they need back pay for the voted on increase. Wayne made a motion “Employees pay increase will be retroactive to January” & Rick seconded. Motion carried.

Item #7 Operating Budget- Budget figure of \$515,412 accepted by the Board. Rick made a motion to increase HOA dues by 3.5% to cover increases within that budget. Motion tabled. Wayne made a motion that continued that increase, but noted it will be retroactive to January 2019, and missing increase collected by pro-rata over the months May thru December 2019 to gather the missing months of early 2019. This will equate to

December 2019 collection of 100% of the 3.5% increase in dues, without undue burden to the HOA membership. Rick seconded Wayne's more detailed motion. Motion passed.

At this time, the Chair elected to disclose an area of mis collection on the dues being collected, potentially over decades.

The Chair noted to this Board & the gallery in attendance a discovery made of mis-allocation of the figure for monthly garage dues. This public disclosure noted that the garage owners, over time, have been assessed nearly double the amount, per CC & R's, they should have been assessed. This Board announces effective no later than the May 2019 HOA dues notices going out, the HOA dues for garages will go down to the proper level/percentage. The Chair noted to all an attorney she consulted advised there is a 6-year statute of limitations as to liability of this historic overcharge, and a settlement for the past overcharges to any garage owner. The Board will offer restitution in the following manner:

This inequity stops as of the April/May 2019 HOA billing cycle, and the corrected computation become in effect.

The Chair made the following motion, in these precise words, moving "we voluntarily reach out to current owners of garages to offer remediation for excess payments, calculating for maximum of 6 years backwards from their ownership, paying 2.1% interest, until paid in full. If agreed to, they can offset their dues payments up to \$100 a month". Additionally, The Treasurer asked for clarification on a sale of the unit. "The balance will be paid as a credit back to them at escrow". The Chair's motion was seconded by The Treasurer, motion carried.

For ease of reference to the HOA,
Dues for May-December 2019 (includes pro-rata increase for January – April 2019)
Townhouse - \$341
Flat - \$327
Garage - \$44

Items #8,9,10,11 on a motion from Wayne were tabled until the next meeting. Seconded by Rick. Motion carried

The Chair closed this Special Meeting by confirming the Highlands Annual Meeting will be held April 10, 2019 at The Highlands Rec Center, 6:30pm

Meeting adjourned 8:14pm