

King City Highlands Homeowners Association Board of Directors Meeting

January 17, 2018

Minutes of the King City Highlands Homeowners Association Board of Directors Meeting held on January 17, 2018 at 11:00 AM, in the KCHHOA Clubhouse at King City Highlands located at 12930 SW Peachvale Street, Tigard, Oregon.

An Oregon Planned Community restricted to residents fifty-five (55) years of age or older.

Present: David Platt, President
Vicki Miller, Treasurer
Tom Chown, Secretary
Judy Austin, Director
Jerry Crane, Director

I. Call to Order - The meeting was called to order at 11:14 AM by President David Platt.

II. Establish Quorum - A quorum was established.

III. Approval of Minutes

AGREED: Crane moved and Austin seconded to approve minutes from December 11, 2017. Passed without objection.

IV. Approval or Amendment of the Agenda- Add Parking Permits to Unfinished Business and add ALC new member approval to New Business.

V. Treasurer's Report – Miller reported that there is \$232,352.61 in the Operating Budget and \$276,428.38 in the Reserve Budget. The HOA is in good shape.

AGREED: Austin moved and Chown seconded that the Treasurer's Report be approved. Passed without objection.

VI. Unfinished Business –

a. Reserve Study - The report from Structural Waterproofing has just been received, along with the invoice. Discussion will continue at the next meeting, giving time to read and study the report.

b. Flooring Replacement Update – Crane reported that Floor Factors will begin work on Monday, January 22nd. The tile floor does not contain asbestos.

c. Furniture Moving Schedule – Crane reported PODS to hold furniture will be placed in parking lot January 18th. The office and library will be last to be refloored. Key fobs will be turned off Sunday night, January 21st.

d. Parking- Chown displayed the decals and will set up an informational meeting with King City Police. Discussion about Peachvale Street parking.

VII. New Business –

a. Shed Landscaping Project- Austin stated that Silverleaf was delivering rocks currently and will plant shrubbery January 18th.

b. South/East Patio Area Drainage – Discussion regarding accumulation of water under patio. At present, still in investigation mode. Plan is to fix rock wall on East side of building.

c. Contractor Insurance Requirements- Crane reported on meetings with ABI regarding Workman’s Comp coverage. Important items; get references, have a check list and plan to draft a resolution with Contractor Insurance specifications.

d. Alarm Permit Process- Platt will put notification in Highlights that King City issues Alarm Permits for a one time \$45 fee. No longer need to go through Washington County.

e. ALC Member- Austin requested approval appointing Rob Mustard to the ALC Board. Miller moved and Chown seconded that he be approved. Passed without objection.

VIII. Directors Reports – Crane displayed the new First Aid kit assembled by Denette Pfeffer which will be hung in the kitchen. Discussion followed regarding battery life of the defibrillator and CPR classes. Chown will pursue.

IX. Next Meeting – Next board meeting is scheduled for February 28, 2018.

X. Adjournment – Austin moved and Crane seconded for adjournment. Meeting adjourned at 12:12PM.