

**King City Highlands Homeowners Association
Board of Directors Regular Meeting
August 26, 2020**

Minutes of the King City Highlands Homeowners Association Board of directors Meeting held on August 26, 2020 at 6:30 p.m. at the Highlands Clubhouse. Following the Oregon guidelines of no more than 25 people per open meetings, residents had the opportunity to participate in the Town hall and then listen to the Board Meeting via Zoom meeting software.

KCHOA is an Oregon Planned community restricted to residents fifty-five (55) years of age or older.

Present at Board Meeting:

- Mike Dahlstrom, President**
- Judith Baese, Secretary**
- Cheri Stanley, Treasurer**
- Dave Platt, Director**
- Mark Braverman, Director (via ZOOM)**
- Jerry Crane, Clubhouse Maintenance Chairman**
- Rob Mustard, ALC Chairman**
- Gordon Keeney – Holiday Lights Coordinator**

- I. **Call to Order:** Meeting was called to order at 7:30 p.m.

- II. **Establish Quorum:** Quorum was established.

- III. **Approval or Amendment of Agenda:** **Agreed:** Braverman moved and Stanley seconded to approve the agenda. Passed without objection.

- IV: **Approval of June 24, 2020 Board Minutes:** **Agreed:** Platt moved and Stanley seconded to approve the June 24, 2020 Board Minutes. Passed without objection.
Due to a technical problem with the Zoom connection the July 22, 2020 Board Meeting was cancelled. All agenda business was forwarded to the August 26, 2020 Board Meeting.

V. **Treasurer's Report:** Stanley reported that there is **\$353,629.10** in the Operating Budget, **\$206,233.24** in the Reserve Account for a **total of \$559,862.34**. **Agreed:** Dahlstrom moved and Baese seconded to accept the treasurer's report. Passed without objection.

VI. **Unfinished Business:** There was no unfinished business.

VII. **New Business:**

A. Annual Community Meeting: The annual community meeting is scheduled for November 18, 2020. It is a week earlier because of the Thanksgiving holiday. **Agreed:** Platt moved and Baese seconded to accept this date. Passed without objection.

B. Resolution #2013-3, Reserve Fund Limitation: At present, the resolution reads the Board of Directors shall use an amount >\$300.00 as a basis for determining major repairs and replacement expenditures that would be charged to the Association's Reserve Fund. Discussion followed as to whether this was feasible. Stanley said that she had many invoices that were below the mandated \$300.00. Also, questions were raised as to when this was written and is it still needed. Following discussion, Dahlstrom stated he will bring draft revisions for the Board's consideration to the September Board Meeting.

C. Clubhouse Maintenance: Jerry Crane presented a proposal from Pro-Maintenance to remove the wallpaper in the two restrooms in the Clubhouse and repair any areas as necessary. The quote is not to exceed \$1500.00. **Agreed:** Braverman moved and Platt seconded to accept proposal from Pro Maintenance for restroom wallpaper removal. Will be paid from GL-7196. Passed without objection.

D. Holiday Light Proposal: Gordon Keeney, Holiday Lights Coordinator presented a request for additional funding. The basic request is for \$200.00 to pay for the wreaths to be placed on the clock tower, an extension pole and a \$25.00 gift card to condo owners for providing electricity to Dickson corner. Supplemental request A is for \$80.00 to purchase new lights for Dickson entrance as original ones were moved to Peachvale entrance. Supplemental request B is for \$170.00 to expand lighting to north corner of Peachvale. This would include lights, extension cords, timer and gift card for homeowner use of electricity. Total request was for \$450.00. **Agreed:** Platt moved and Baese seconded to accept the \$450.00 upgrade of additional lights. Passed without objection.

E. Architecture and Landscape: Rob Mustard, ALC Chairman presented the following proposals.

1. **Committee Appointment**: Tim Woodley's name was presented as a new ALC member. **Agreed**: Platt moved and Dahlstrom seconded to accept Tim Woodley to the ALC Committee. Passed without objection.

2. **Bench Orientation, Upper Greenway**: Pro-Maintenance presented an estimate of \$200.00 to move and re-install the bench on the walking path at 128th place. Work to be charged to GL-20-7810. **Agreed**: Baese moved and Braverman seconded to accept proposal. Passed without objection.

3. **Pathway Bridge Traction Strips**: Pro-Maintenance presented an estimate of \$350.00 to install 19 Handi Treads on walking bridge to make it safer when wet. Work to be paid from GL #20-6391. Proposal is for labor and purchase of speciality screws. Total price for the Handi Treads is \$190.00 for a total of \$540.00 to be paid from GL #6391. **Agreed**: Platt moved and Baese seconded to install the 19 Handi Treads. Passed without objection.

4. **Landscape East & West** presented a proposal to landscape the small beds on each side of the 128th Ave entrance to walking path where trees were removed behind the McKeever and McEwing residences. Proposal was for \$1450.00 to be paid from GL #20-7750 to remove any stump grindings, amend the existing soil, plant 2ea - 6-8ft. Acer Circinatum "Pacific Fire", 2ea. – 2 gal. Pieris "Little Heath", 10ea. – 1 gal. Heuchera "Raspberry Ice", mulch beds when finished. Discussion followed as to what these beds would look like when done. It was agreed to table this project until the September Board Meeting when a drawing or sketch could be presented.

F. Flag/Flagpole Commemoration: This event under the supervision of Board Director Mark Braverman is scheduled for Saturday, September 12, 2020, 1:00 -3:00 p.m. This ceremony will honor former resident Dean Packard who was instrumental in getting the flag and flagpole. A new flag will be raised.

G. Reserve Fund Investment Change: Treasurer, Cheri Stanley told Board Members that she is researching the best place to move HOA money for a higher yield.

VIII. Next Meeting: The next scheduled Board Meeting will be on Wednesday, Sept. 24, 2020. Town Hall will begin at 6:30 p.m. KC Highlands Board Meeting to follow.

IX. Adjournment: Board Meeting was adjourned at 9:15 p.m.

Judith Baese, Secretary

Approved: (initials)

Date: _____