

Highlands Subdivision HOA Board of Directors Regular Meeting
July 14, 2021 – 7:00PM-9:00PM – Virtual Meeting
Minutes of the Meeting

I. Call to Order/Roll Call

President Kevin Campbell called the meeting to order at 7:05 via virtual meeting. All Directors present.

II. Approval of Minutes from Previous Meeting.

Approved meeting minutes from 06/09/2021 Regular Meeting, electronically submitted by Secretary Cindi Livingston and reviewed by all Board Members. Phil Argenti motioned, Anna Bragin seconded; all in favor.

III. Homeowner Open Forum.

Two homeowners present. One to observe one for an architectural request. No comments.

IV. Reports of Officers

- a) **President.** Kevin confirmed that Batcho will begin trail work this week. Kevin will post on website and Cindi will post on FB so that trail users are aware it will be in progress and inaccessible at some times. Regarding the homes affected by the 2020 fires; Kevin spoke with Davorin Skender, and they are waiting on final permit approval from county to begin demolition and rebuild. One of the other lots has been sold and new owner not yet listed, so we are unable to contact new owner regarding lawn care and other interim maintenance. Discussed questions regarding timeline allowed, researched in CCRs and it is non-specific, but all agree that reasonable time has elapsed. Kevin will continue to monitor and then reach out to purchaser and include CCRs and general inquiry for plan of action on the lot.
- b) **Treasurer.** We are down to 36 homeowners in arrears on dues from either previously and/or 2021. Latest financial report has a .05 misc. credit which Phil will ask about. Invoice approval process is going more smoothly, and categories seem to be consistently correct now.
- c) **Member-At-Large.** Ameer discussed that he had reached out the County and spoken to Lisa Ridge regarding possibility of the HOA purchasing and installing our own speed monitoring sign to help curb excessive speed. This was forwarded on to the traffic commission and if we would like to do something like this, we must submit five required portions for possible approval at a traffic commission meeting. Ameer will continue to research this and see what is required and what options may be available to us.

V. Open Business

a) Open Enforcement Issues.

1. 2021-1, fence installation not approved and placed forward of rear foundation line. Kevin will send a final notice letter that it must be corrected and that they must contact the Board to discuss within a set time frame.
2. 2021-4, two disabled cars in driveway. Anna Bragin will send 3rd violation letter with additional language added to emphasize and enforce.
3. 2021-5, unfinished sunroom installed. The same address has emailed regarding a fence change but not included an official request. Kevin Campbell will respond with a copy of the previous violation and remind that architectural requests must be submitted on that and any further improvements, no further request will be considered until the first issue is addressed.
4. 2021-6, painting incomplete; still incomplete on window trim and soffit, Anna Bragin will send follow up letter.
5. 2021-7, partially completed; disabled car was removed but parts remain. Follow up letter to be sent.
6. 2021-8, Ongoing overgrowth and maintenance issues. Animal food outside causing animal issues. Kevin will send an additional letter but also ask Tempo to try to reach out via phone.
7. 2021-12, fence installed without approval and abutting neighbor fence. Phil will prepare letter and send.
8. 2021-13, overgrowth including around stop sign. Letter to be sent.
9. 2021-14. Resolved and closed.
10. 2021-15. Overgrowth, Phil to send letter.
11. 2021-16. Overgrowth that impedes sidewalk and driving visibility, rodents have been reported. Anna Bragin to send letter.
12. Tiki Hut. Some progress has been made. Kevin will send follow up letter with thanks and reminders of remaining work to be completed to be in compliance with previous compromise agreement.

- b) Virtual Meeting Account for HOA Meetings.** Phil spoke with Dave at Tempo, and they can have services bill to their business credit card and then they will invoice us. Phil Argenti motioned to select the ‘professional’ plan with GoToMeeting service and

arrange this billing process with Tempo. Kevin Campbell seconded, all in favor. Phil will also ask about adding the yearly website and email billing to this process with Tempo as well.

VI. New Business

a) Architectural Requests.

1. Pergola. Reviewed, all requirements met. Phil Argenti motioned, Cindi Livingston seconded; all in favor. (2021-8)
2. Fence. Tabled for further information.

c) Homeowner Observations.

1. No new observations.

d) 2021 Dues in Arrears. As discussed in Phil's report, 36 homes. Letters were sent previous month. Will address any remaining in August to give the full time noted.

e) CCR Amendment Voting. Still in process of getting list from Tempo and attempting to find door-to-door volunteers. Intention of discussing with attendees at Fall Food Truck Social as well.

f) Annexation Update-all except for phase 5 section 6 should have void/expired waivers. Asked city for informational meeting and have not heard back.

g) Animal Control Issues. Concerns received via email, will put in newsletter.

h) Blood Drive-while we are willing to co-sponsor again, they must have restroom facilities and the Batchelor pool is currently open 8-8 daily so there is not really an option at this time. Will ask Batchelor when the pool closes for the year and see if that would be a possibility.

i) Other Business. Set dates for Fall Community Sale, Fall Food Truck Social, and Annual Meeting. Discussed newsletter content; Cindi volunteered to create a newsletter and send to everyone for review. To include event/meeting dates, Architectural Request reminder, speed/traffic note, and animal control note.

VII. Adjournment. Kevin Campbell adjourned the meeting at 9:30 pm.

Minutes submitted by: Cindi Livingston

DATE: 08/09/2021

Minutes approved by: Kevin Campbell, Phil Argenti, Anna Bragin

DATE: 08/11/2021