

CHAPARRAL POINTEADULT CONDOMINIUMS  
BOARD MEETING MINUTES  
THURSDAY, AUGUST 25, 2016 AT 4:30 PM AT UNIT #31

In attendance: Peter Haggarty, Eileen Bailey, Norma Schultz, Heather Chamberlain, Shirley McCulloch, Sharon Johnson, and Bart Nichols of FirstService Residential

Bart reported his queries to City officials concluded that there is no problem or liability with condo owners having an air intake/venting unit inside their garage. Bart has provided breakdown between contract and additional costs on landscaping billings. He reported that the budget letter, in which condo fees were raised \$ 30.00 per unit per month, went out in the last few days. (The Board voted on this via emails in the period since the last meeting). As maintenance costs have been much higher than anticipated, and the Reserve Fund has more in funds than projected need at this time, it is suggested that we have an update to the Reserve Fund. The cost of an update is considerably less than a full Reserve Fund Study, which must be done every five years. Information from the update will indicate if more of the monthly dues can be diverted to current maintenance than the current percentage. Bart will contact Clear View for cost, etc. Clear View Consulting did the previous Study, and had given good rates for any updates.

Bart reported that the work is just about done on units that were damaged from the recent heavy rains. Landscaping contractors have been contacted about drainage issues that led to this damage.

He reported that he has complained to the FirstService Maintenance that work has not been done that was noted on the walk around with the Board members. They seem to have responded to work that had not been cleared with the Board, and the Board is concerned that the Corporation may be billed with costs that should be the owners'. It is felt that their trips to the complex seem to be inefficient, by only doing one job, then leaving when several could be done at one time. A list of some of the still undone repairs were given to Bart; he will present that to the Maintenance division, and also check some repairs that should be owner's cost. If this does not give the service needed, the Board will look for another maintenance contractor.

Norma reported that the irrigation systems have been checked and reset. The batteries were replaced in the weather monitor systems (which gives feedback to the irrigation system to not come on if it is raining). After that, it was found that they are not working properly. They are about 15 - 16 years old, so the Board felt that the cost of replacing them (2 @ \$ 175.00) was a good investment, as water costs will then drop. It was moved seconded that we purchase the two new rain sensors needed. Moved.

The east fence replacement will start on September 6<sup>th</sup>. The Board will talk to the owners closest to the fence about power usage.

The eavestrough cleaning was mainly satisfactory. Unfortunately heavy storms experienced this summer have probably added to any debris accumulating. We will need to have maintenance do a hose flushing of them.

Complaints have been received that the grass in the central drainage area has not been cut short enough. As this is a wet area, plus mowing in a dip is difficult, the Board felt that the landscaper is doing as well as possible there.

Seven new trees have been planted. These may need wrapping to protect them from the wild rabbits. Some trees will be trimmed; this is an ongoing process and follows a plan. Trimming all trees every year is too expensive to do. Those in most immediate need (e.g. against a building) are done first. It was proposed a newsletter should go out, and this should be explained to the residents.

Other items for the newsletter would be reminding that boxes must be flattened before putting in the recycling bins, (when not flattened they fill the bins up too quickly; having them emptied more often would cost a considerable amount more), that garbage does not go in the returnable bottles and cans containers, and to remind the owners that the AGM will be held on November 17<sup>th</sup>, 2016, at the ATB in Waldon at 7:00 PM.

The next meeting will be September 29<sup>th</sup>, at 4:30 PM at Unit #31

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Board President, Peter Haggarty

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Board Secretary, Sharon Johnson