

CHAPARRAL POINT CONDOMINIUM BOARD

MINUTES OF BOARD MEETING

WEDNESDAY, JUNE 23, 2021, 10 AM, UNIT #31

In attendance: Sharon Johnson, Cheryl Hougesen, Joe Robbs, Connie Touw, Lorna Herdman, Eileen Bailey, and Katelyn Jacobson from Go Smart Property Managers, Inc.

The Chairman opened the meeting by recounting her 'virtual' court appearance, via Zoom, in which she gave testimony on Wednesday, June 16, 2021. This was in regard to a lawsuit against the Condominium Corporation from a realtor who claimed injury from fallen on ice in front of Unit #103 in March of 2017. The Board received notice of the lawsuit being served on our Condominium Corporation, among others, in June of 2019. No notice of an incident/injury had ever been reported to the Board or Management Company prior to that date. The chairman had to answer questions posed to her by four different lawyers involved in the case. She said that it's possible that she will have to testify again. The chairman had been prepped via Zoom by our lawyer. Our Property Manager attended this Zoom meeting also. While any judgement against the Corporation would be covered by insurance, our insurance premiums would likely rise again.

Next, discussions were held about the proposed budget for 2021-2022 as recommended by our Property Manager. In order to raise the amount of money needed in our Reserve Fund per the Reserve Fund Study, the shortfall remaining will be paid over two years. That would mean that our total budget would rise from \$214,403 in the 2020-2021 year to \$218,944 for the 2021-2022 year, raising the monthly cost to unit owners approximately \$6 monthly. A motion was made to accept the proposed budget. The motion was seconded and approved.

Discussions were held about Reserve Fund needs for the coming year. The Reserve Fund Study suggests repairs to some damaged concrete driveways. \$60,000 is available for that purpose but it was thought that repairing sections of driveways will work if it is required. The amount available for fence replacement is \$68,000. Since the west fence backs on to private properties, we need to negotiate with the affected property owners. It was suggested that the Property Manager send letters to the property owners involved asking for input and telling them that the fence is on the property line and the swale in the area needs to be undisturbed. If they question that, they can check the Real Property Report that they would have received when they purchased. The swale along the property line appears to have been covered by at least two of the property owners. This, at least in one case, may have been contrary to a city bylaw.

Other issues raised included the crack in the foundation of Unit #119. Following an inspection by Derek of POM Construction on June 21, a quote for repairs was received in the amount of \$1,102. It was moved and seconded that this quote be accepted for the repair. Motion carried. It was next reported that there is a possible crack in the foundation of Unit #60, with water damage. The Property Manager will request that PMO check that situation. It was requested that the sprinkler in that area be capped. That request will be sent to Rocky

Mountain Landscaping along with a request that all sprinklers be checked to ensure that they are working as they should.

Other Rocky Mountain Landscaping issues were raised such as the fact that the dead tree in front of Unit #14 needs to be removed. That request will be made. RML did a good job of cleaning eavestroughs but didn't do as much tree trimming as was needed. A meeting will be requested with RML for next week. Three Board members will attend. Under discussion will be which items will be done and the pricing for some of their added services such as bark mulch. We would also like to receive quotes for more tree trimming that is needed.

The topic of garage door replacement was raised and there was discussion as to whether we should do end-of-life replacements or whether we should replace doors in different sections on an ongoing basis. No decision was made, but Board members will contemplate their preferences.

The Chairman and Vice-Chairman met with the company Rain or Shine to determine what woodwork repairs/painting are required in various units. It was noted that parging on Unit #59 needs repair so that will be added to the list.

A Board member stated that there are government grants available for owners who want to do environmental upgrades to their homes. Inspections would have to be done prior to as well as after any upgrades are done, and that could be a prohibitive cost. It's unknown but unlikely that the Corporation could access any such grants.

Our bottle fund has been used for landscaping in our complex, but so far there is a shortfall of funds. The Chairman offered some funds from our maintenance budget to help this year.

The meeting was adjourned at 11:45 a.m.

Incidents that have arisen since our last Board meeting in April include the following:

- 1) The back-flow valve for the irrigation system was tested, as per the city's instructions.
- 2) A report from Unit #91 about a possible 'leak' in the upper level half bath was inspected by Ideal Insulation and Roofing, and they found it was not from the fan/venting. It was a spot from humidity within the bathroom, so was owner responsibility.
- 3) Unit #119 requested that berries from the Mountain Ash tree at the back be cleaned by RML.
- 4) Stump grinding from trees cut down last year was done. Sod and/or smaller plants were installed in stump areas as requested.
- 5) An application was received from Unit #64 requesting permission to replace existing deck boards with composite decking and to extend the deck as per guidelines. Approved
- 6) An application was received from adjoining units #119 and #133 for repair of eavestrough and downspouts in the front. A repair was done by PMO Contracting.
- 7) Deterioration of the pavement in our complex has been noted. Tiger Paving came in and patched where needed.

- 8) The foundation of Unit #119 was reported as being cracked and leaking during rainy weather. A contractor has inspected and given a repair estimate. Approved.
- 9) Unit #15 applied for permission to install railing on the front step in compliance with others. Approved.
- 10) Unit #14 said his gutters don't appear to have been cleaned when the others were. RML will check.
- 11) A verbal application from Unit #64 for permission to use a fire table on their deck was denied as per new bylaws.
- 12) An application was received from Unit #7 for deck replacement using composite decking. Support beams from the original deck size that have rotted will be replaced at corporation cost.
- 13) Unit #98 applied to have the garage door replaced due to 'end of life' issues. Approved.
- 14) Unit #39 applied for permission to install a deck awning – it was within allowed guidelines and approved.
- 15) Unit #132 requested the removal/ replacement of a tree at the back. The tree was examined and determined to be fine. Denied.