

CHAPARRAL POINTE ADULT CONDOMINIUM VILLAGE
MINUTES OF BOARD MEETING
JANUARY 8, 2018 4:30 P.M. AT UNIT #31

In attendance: Heather Chamberlain, Jason Dutton, Eileen Bailey and Sharon Johnson. Unable to attend: Madonna Hamm. (the Board meeting was held without the FirstService manager)

The Board discussed the decks throughout the complex and cost responsibility between the Corporation and unit owners. Deck expansions beyond the original width of 12 feet or changing from the original wood structure to aggregate plastic material and maintenance of these is done by the owner. Past applications and acknowledgements of financial responsibility have not been kept by the Board, and do not appear to have been kept by FirstService. A motion was made, and seconded, that a structured listing/registration be undertaken, for legal purposes. The motion was passed. The Board will look for the cost estimate for the replacement of the original size of 8 ft depth and 12 foot width for future estimate/knowledge.

One of the Board members volunteered to work on this and explore City regulations and specifications.

The Board recognizes that there are other owner cost additions (railings on decks or at front steps, screen doors at front entrances, etc.) that should also be designated for any future liability information. The Board will address this with FirstService to see if they can be shown on estoppels issued as units are sold, and legal ramifications with next owners.

Several Board members are working on application forms / owner maintenance acknowledgement forms.

A new Reserve Fund Study needs to be done in 2018. The Board decided to proceed on this immediately, as it takes at least several months to complete, and the numbers are needed very soon for project planning. The Board will contact several engineering firms for bids on a Study.

Enmax had notified the Corporation that the fixed rate time period ended on January 3rd, and provided quotes for an EasyMax fix rate plan for power to the complex common area functions. The Board decided to go for a fixed rate, and not rely on the variable rate. It was moved and seconded that the five year fixed rate of 6.59cents be accepted. The motion was passed.

Upcoming Canadian Condominium Institute seminars and information sessions were discussed. The Board Chairman expressed interest in attending the full day information session covering many of the points of Condo Board interest, at a cost of \$ 195.00. The Board members agreed with this.

One of the units has a big problem with ice on the front door steps, with the water from the melting spreading into the garage and down the foundation of the unit, creating dampness in the basement. As we have had a huge amount of snow, this isn't easily resolved. The Board will contact Steve, of Rocky Mountain Landscape to see if some of the snow can be removed from the roof or the eavestrough can be cleared of ice to lessen the amount dripping on the step.

The Board received complaints that the residents of one of the units were parking a vehicle on the street overnight. It was moved and seconded that Angie should send a letter explaining that residents are to park on their driveway or in their garage, and that there is to be no overnight parking on the streets. The motion was passed.

The next Board meeting is proposed for Tuesday, February 20, 2018 at 9:30 AM, to be held at Unit #31.

Sharon Johnson, Chairman

Jason Dutton, Vice-Chairman