

CHAPARRAL POINTE ADULT CONDOMINIUMS
MINUTES OF BOARD MEETING
THURSDAY, SEPTEMBER 29, 2016 AT 4:30 P.M. AT UNIT #31

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

Bart reported that Clear Path Engineering is currently working on the Reserve Fund update as requested. The Board will get a draft for review before the final Study is completed.

The records needed for the yearly audit are ready to be sent to the auditor next week. It is anticipated that the audit will be completed and approved prior to the AGM in November. Kaitlyn of FirstService will do the minutes of the AGM this year. The Board Treasurer requested that the landscape invoices be reviewed to confirm tree replacement costs were paid from the Reserve Fund. Utilities and building maintenance costs were over budget; perhaps part of this could be tree replacement cost being coded incorrectly.

There was problems and confusion last week when either the City garbage collectors or the Foothills recycle drivers switched the positions of the two bins in the garbage shed. Bart had conversations with both the City and Foothills, asking that this not happen again.

The Board Landscape liaison had contracted Rocky Mountain Landscapes to do the eaves trough cleaning and caulking at leaking points as FirstService Residential Maintenance still had not arrived to do this. A long list of work requested of the maintenance division of FirstService has not been done, even though Bart has forwarded reminders and queries. The Board felt that FirstService Maintenance has not followed through on many promises made for reliable and timely service, and will not be using them any more. Walk Construction will now be used for maintenance at the complex. Bart will contact Walt of Walk Construction to arrange for him to do a walk-through with the Board liaison for assessment of repairs and maintenance needed. At that time she will clarify expected billing breakdown requirements and that any owner's personal repairs is not to be billed to the Corporation.

A unit owner contacted FirstService with several complaints: leaking eaves troughs, grass on the west side of the unit needs repairing, and that the area in the middle of the complex is very soggy. The eaves troughs are currently being cleaned and repaired. The Board needs to look at the areas of grass on the west side of Unit #22 and area next spring for solutions with drainage and levels. There is nothing that can be done about the soggy area; this is a result of heavy

rains experienced this summer.

Bharti Sehgal is Bart's new assistant, with the title of Community Administrator.

The water for irrigation will be turned off and the lines blown out by Rocky Mountain Landscapes mid October. A Board member will check to see if the rain sensors have been fully installed.

The new cedar fence on the eastern (Chaparral Street) side of the complex is complete. The Board is pleased with it. The large bowl type of planters at the entrance gates currently have foam; next year dirt, along with a reverse bottle watering system will be tried in them to attempt to keep it wetter with better flower results.

The next meeting will be on Tuesday, November 1, 2016 at 4:30 PM at Unit #31.

Peter Haggarty, Board Chairman

Sharon Johnson, Board Secretary