

CHAPARRAL POINTE ADULT CONDOMINIUMS
MINUTES OF BOARD MEETING
SEPTEMBER 13, 2017 4:30 PM AT UNIT #31

In attendance: Norma Schultz, Eileen Bailey, Heather Chamberlain, Peter Haggarty, Sharon Johnson, Angela Murphy of FirstService Residential

Peter welcomed Angela Murphy, who is the temporary manager assigned to our complex corporation, after Bart Nicholls resigned from FirstService. The Board members expressed concern about reports from residents who had contacted FirstResidential reporting problems and had no response. Angela felt that all calls and emails had been handled with responses, and asked that names and dates of these calls be supplied to her, and she will investigate.

The high water bills for several months were a large issue of alarm. These are due to the severely dry summer and reseeded areas needing extra water. Several of the Walk Construction invoices need to be reviewed to assure that all items that should be capitalized are correctly assigned. Repairs on the front window of one of the units is one that needs to be examined. A main irrigation pipe had to be replaced - the pipe would be a reserve fund item.

GFL has not been lining the organic waste bins after they have been emptied. They had stated that this would be part of the service when contracted. Now they have said they usually don't put in new bags, then relented and said they would do it. We have also asked that the bins be replaced; with no liners, the plastic quickly picked up the bad odour. Angela would like to be notified if this problem continues, and contact GFL about it. She suggested that Blue Planet could possibly provide better service and be cheaper than the current costs of GFL. She will ask them for a quote. The Board members felt that we could possibly

go to four 32 gallon containers (2 in each garbage shed) from the current 2 64 gallon containers in each shed.

Angela will continue to pursue a partial refund from the final invoice from FirstService Residential Maintenance. She will try to find the pictures taken from the walk-around which showed some of this.

A Board member gave notice that he is no longer able to deliver the returnable cans and bottles to the bottle depot, so someone else will need to be found to do this volunteer work for the complex flower fundraising.

Angela will ask Conroy (of Blue Nova) to do a review of the roof/ceiling leak in a unit that has had a longstanding unresolved issue.

The unfunded balance, in the amount of \$ 18,000.00, can be wiped out, as it is less than the amount the Reserve Fund is over the projected need at the end of August, 2017. It was moved and seconded that this be done. The motion passed. The budget for the 2017-2018 fiscal year was studied and discussed. Mandatory organic waste disposal and normal aging repairs of the complex have necessitated an increase. We are on target for the amount required in the Reserve Fund. The Board will approve the budget by email vote, after a slight recalculation is finalized.

A letter will be sent to a unit, stating that the extra panel attached to the bottom of the garage door must be removed. The panel has an open netting look to allow air to the air conditioning intake situated within the garage. This then has changed the appearance of the door from the others in the complex.

One of the decks has rotted away to the level of safety hazard. As the deck has been expanded from the original size of 12 feet width, the corporation is only financially

responsible for the unexpanded portion. As the owner has decided to revert to the original size of deck, the owner will be responsible for the removal of the expansion area decking, the restoration of the grassed area then exposed, the removal of all railing and the reinstallation of any railing.

Rocky Mountain, who has been contracted to do some of the repairs, has asked if they could use pressure washers to clean areas before repairing (front window framing, etc.). They must be able to reassure the Board that they are doing it correctly to avoid getting any moisture under the vinyl siding panels, and would be responsible for repair if that should happen. They have been doing a good job caulking and repairing window ledges and wood framing, but the Board members are concerned if all will be done in a timely manner. Angela will see if another contractor could do a portion of these required repairs.

It was discovered that an unknown party has been turning off the irrigation system, so a lock will be put on the controls. The landscapers' mower got stuck in wet ground behind Unit 15, so they will need to repair that.

Regrading will be needed at the back of a unit where the ground water contributed to a leak. The landscapers will fix this.

A front entrance cement step has eroded badly, and will require a refinishing. Angela will locate a cement finisher. The eavestrough of this unit and several others in the complex has pulled away from the roofline, allowing rain runoff to run down the building side. Angela will contact a company to correct this problem by pinning the eavestroughing to the roof edges.

A unit owner had requested repairing of the garage door frame - there are other units scheduled for this type of repair, so will be done at that time.

A newsletter will go out to the residents; the AGM reminder will be on it. The AGM will be held at the Walden ATB, on Wednesday, November 15, 2017 at 7:00 PM.

The Board members felt Angela was a manager with good experience with condo management, and asked if she could be our new manager. She suggested that her supervisor be contacted with the request; she was willing to take on the position.

The next Board meeting will be on Wednesday, October 25, at 4:30 PM at Unit #31.

Peter Haggarty
Board Chairman

Sharon Johnson
Board Secretary