

Carrington Farms Condominium Association

Call to order at 6:10pm

Roll Call: Mike DePalma, Gary Wyscona, Steve Vallier, Brian Wilkinson, Peter Dolloff, Jan Hammond, J. Blue Walls and Pat Bryan. Shannon Wyscona – not present.

Steve motioned to officially welcome Pat Bryan to the board. Gary 2nd motion, Mike was 3rd motion – all in favor in welcoming Pat!

- Previous BOD meeting minutes (April 6, 2011) reviewed and accepted.
- Previous Annual Meeting minutes (June 22, 2011) were reviewed and accepted.

1. **Hallway renovations** – Peter presented the marketing package for the bank. The package included condensed version of the budget with line items for hallway aesthetics, flooring, emergency/fire system upgrades, lighting and electrical with totals for each building that include contracting fees of 10%. Each building is coming in at approximately \$55K each. Total budget presented to bank will be \$351,227.

Over the next two weeks Peter will set up appointments with various banks in the area to discuss loan for project. The goal is not to raise condo fees and draw from the reserves. Once the bank is approved a special meeting with unit owners will be scheduled to vote on moving forward with rehab project.

Options to consider with bank would be to consolidate debt from Boiler Project if it could save the association money if a better rate is available.

More work with board members will be needed to finite expenses for each line item in budget. Closing cost fees are an estimate. Contracting fees can be sent out for bid if necessary – Sequel’s experience in doing these large projects substantiates a 10% fee due to projected scope of work and the number of off-hours required to oversee the project to fruition.

Other factors to consider are new laws requiring (CO2) units inside each unit for code regulations and requirements for permits. More discussion with code officials and attorneys may be required in order to obtain permits.

Updates will be sent to board as they roll out.

2. **Power Washing Project** – Positive feedback from residents. Five of the six buildings have been powered washed. Building 6 will be done at the end of the month. Big improvement to the exterior aesthetics! Cost per building for labor and equipment rental was approximately \$2600.00. Board would consider powering washing 2-3 per year if budget allowed. Other economical options may be to cycle two buildings per year. Resealing deck floors was discussed in how and when best to handle. Many decks were power washed however a number of residents did not clear off for cleaning. Once building 6 is complete – maintenance will revisit the decks that were not cleared. Mike will coordinate Notices with Jan so those residents know when work is scheduled to be done. It is common area so the board would have to factor the cost into the association budget. The ideal time of year to reseal the decks would be Oct/Nov while most residents have cleared off the decks to prepare for the winter months. Notices

would be coordinated through Mike so that all residents know when the work would be done and to clear their decks.

3. **Fencing - Building 4** has suffered a number of broken glass doors in the building. Gate City fencing is installing a green colored fence to match the fencing throughout the community. A handrail will also be installed in the center between 3 & 4 in hopes to eliminate the access to rocks that kids have been causing damage with. Due to the oversized culvert pipes which occasionally overflow, the rock spillway is necessary. Cost for fencing and handrails was approximately \$3300.00
4. **Recycling – The new recycling dumpster has exceeded expectations – with some minor set-backs.** The new dumpster pads are complete with exception of the fencing. The pad near building 3 has been removed and reseeded. Some of the set-backs include locations of rubbish dumpsters as well as residents needing more reminders to breakdown cardboard boxes. Some residents have thrown NON-recyclables such as rubbish and baby diapers inside the recycling bin. Jan will send additional notices to residents and include more recycling information in the next newsletter.

The recycling project is a cost savings of \$1000/month - which far outweighs the minor set-backs we've experienced so far. Gary revisited his concern again about Sequel entering into a contact with Allied prior to getting recycling bids from other companies -- however, it was a real team effort by the board in pushing for the best rates/bids for recycling options – getting competitive bids from other companies gave Steve the advantage to push Allied Waste to offer the lowest rates which will save the association \$12,000/year. Peter has offered to bring the final Allied Waste contract to the next meeting for anyone to review. Gary motioned that all contracts be reviewed by board before executing – all members were in agreement.

Dumpster accessibility needs to be reviewed by building 124 – ramp or railing should be considered before the winter months. Options will be discussed in more detail at next meeting. Peter will work up quotes for review.

5. **Pool** - No major issues – everything running smoothly – new furniture is being utilized quite a bit with the hot summer. More chaise lounge chairs would be nice. Peter motioned to budget \$500.00 until the end of Sept to search out best sale prices for more chaise lounge chairs. – All members are in favor.
6. **Landscaping** – irrigation leak under driveway is being addressed. Mike to follow up on sink hole by building 4 – barriers need to be put in place for safety purposes until resolved. Mike will put saw-horses in place.
7. Misc – Parking Lot Line Striping Estimates are as follows:
 - a. **Ameriseal Company - striping only - \$1295.00**
 - b. Ameriseal Company – crack filling, Seal Coating, Line striping = \$13,982.00
 - c. Lines Unlimited - striping only - \$1530.00
 - d. Lines Unlimited – crack filling, Seal Coating, Line striping = \$14,433.00

Motion by Blue and Brian to go with the lowest rate w/Ameriseal for just the line striping only this year. Pat seconded the motion – all in favor except Gary. Mike will make minor adjustments to placement of

line stripping in certain areas that are blind spots spaces. White lines will be painted - Standard size of parking space is 8 ½ x 20 ft. Mike will call Ameriseal and coordinate the work to be done. Jan will work with Mike so that Notices are sent to inform residents.

Misc -- Gary raised the question to board members about voting quickly to be in "favor" of motions that cost the association money without careful consideration of a "big picture" view so that money is spent wisely....

The line striping and additional pool furniture will be taken from the operating budget. The budget can handle those two items however, Peter reminded the board members that it's important to be mindful of how money is spent.

No Dogs Allowed Signs have been installed at all three main entrances. Letters/Warnings to unit owners that have dogs were sent to 130-3, and 126-21. Updates suggests that each unit in violation have removed dogs.

Unit 124-19 – letter was sent to owner regarding tenant was in violation of littering with cigarette butts. Unit owner was very receptive to resolving the issue with his tenant.

Owners that have washing machines inside units have been a "noise" issue for surrounding residents. The current by laws do not prohibit washers inside units. A suggestion to amend the bylaws that prohibit any future installations of washers should be done as a first step. Next, a solution for the units that already have a washer inside will need more discussion – they don't need to be grandfathered. Peter/Steve will draft an amendment for review at the next meeting.

Revisit satellite dish specs for installation at next meeting.

Meeting adjourned at 8pm.

Next BOD Meeting – Wednesday, September 7th @ 6pm.

Respectfully Submitted,

Jan Hammond