

AUO of Oswego Ridge, a Condominium

Board Meeting Minutes

August 1st, 2016

Call to Order: 6:36 PM

Board Members, Jim Stewart, Heather Wilaby, Doug Ashby and Ronda Haas-Huntze present. Sarah Hanley, Absent. Community Manager, Wes Finchum and Community Administrator, Shannon Hylton present. Jason Grosz from Vial Fotheringham present. Tim Lunsford from Forensic Waterproofing present. 21 homeowners/residents present at the beginning of the meeting. No sign in sheet provided.

A motion was made by Jim Stewart, seconded by Doug Ashby, and passed unanimously to approve the June Board Minutes.

Jim Stewart motioned, Doug Ashby second, and passed to ratify the approval of the Northwest Landscape Contract, which started as of July 25, 2016. They have been hired to fulfill the remainder of the year as a trial period.

Status on Construction Design given by Tim Lunsford. In an attempt to utilize the dry season, Phase 1 will consist of roofing. Phase 2 will consist of patios and siding. The deadline for the project is unknown at this time. Once started, Phase I is expected to take 4 to 5 months to complete.

Tim from Forensic has scheduled a bid walk for roofing contractors on Monday, August 8th. All bids to be receive by Monday, August 15th, 2016. We expect to receive 4 proposals by the Monday, 15th deadline.

The Board will meet to interview the roofing contractors on August 16th at 6PM. Jim motioned, Ronda Seconds. Approved.

An owner asked who catches maintenance problems other than residents. The Board clarified that the HOA hires a company to perform envelope inspections in addition to reserve studies. Forensic will be developing a new reserve study at once the construction project has been completed.

An owner asked if anything is being done to reuse or recycle materials to reduce construction costs. Tim from Forensic explained that the type of removal necessary to preserve most materials negates any cost savings. When applicable, materials will be reused.

Wes from CAP clarified the process for submitting and reviewing a maintenance complaint. Most projects are added to a maintenance tracker sheet and are discussed between Jim Stewart and Wes within a week. Big projects are generally not discussed or ratified until the next scheduled Board meeting. Any interior damage should be reported to Wes via email.

A safety improvement was raised by Doug Ashby to convert the pool to a salt water system instead of the current chlorine system. This would have an initial cost of \$3,500 to \$4,000 for the conversion. The cost of maintaining the system would significantly decrease from, \$8,400 to \$6,400. The conversion is expected to pay for itself within 3.5 years. Replacement for these systems is about every 5 years. Doug Ashby motioned, Jim Stewart Seconded. Three members approved and one abstained. Motion approved.

Building F has had an ongoing problem with their exterior lights not working. The problem has been located in the form of a compromised line. A trench will need to be dug from I building to E building, and underneath the concrete in order to feed the new wire. A bid has been submitted from northwest Landscape Services. Jim Stewart motioned bid, Ronda Seconded, motion passed to approve bid.

An irrigation bid was submitted by Northwest Landscape services to repair broken irrigation lines. Jim Stewart motioned, Heather seconded, motion passed to approve bid.

Jim moved and Ronda seconded motion. Meeting Adjournment at 8:00 PM