

Waggoner Park Condo Association  
Minutes of Board of Directors Meeting  
Held at Phase III Clubhouse  
Tuesday, April 14, 2015

1. Present: Mary Franklin (President), Tim Adams (Treasurer), Kimberly Lee (Secretary), Mike Schaffer (Director), Paul Elswick (Director), and Laura Neidig (Property Manager)
2. Call to Order: 6:28 pm by Mary
3. Roth Construction – Tyvek – Ryan Berry:
  - 329 Douglas Fir and 336 Pristine Path (stone off on Douglas Fir).
  - Final inspections should be this week.
  - Ryan would like to have Andy Halter, Engineer, to look at all units to see what needs to be done and come up with a protocol for flashing and Tyvek so that steps need not be removed.
  - Tyvek starts at corners. If we don't do it all at once, could do it partially and terminate at corners. Corners are difficult to take back off if we have to do sides and back again later.
  - Perhaps have all units checked – all sides.
  - Ryan stated that most units are likely better (damage-wise) on backs and sides. Fronts are problems due to multiple openings for water to invade alongside improper Tyveking. Primary problems are lack of overlap and missing Tyvek. Some loose stone and loose mortar. Problems around meters. J channels are not nailed, overlapped, and end-tabbed properly.
  - We will need to check behind vinyl of each building to see if they have Tyvek.
  - May be having issues with no Tyvek on garages.
4. American Vinyl – Wrapping – Tom Green:
  - Proposals for posts/entrance of clubhouse – full wood trim and front workout facility.
  - Replacing existing rotted wood; wrap all good and replace wood.
  - For additional \$6,000, all wood that currently needs paint maintenance can also be replaced on clubhouse.
  - Fences – bid did not include all fences – Tom will get updated bids for fencing, broken down by phases.
5. Hearing – [REDACTED] – [REDACTED]:
  - Pictures are of [REDACTED] stated he is not using the facility to promote his business. After issue was brought up with [REDACTED] in the past, he said that he does not bring guests.
  - Just received fine for leaving trash on porch; realized she had received a warning letter in the past.
  - Request to check on stairs at her address.
  - We need to have both key fobs changed to be in her name only.
  - Vote to fine: Tim moved to waive the \$100 fine; Mary seconded; all voted to waive fine for this occurrence.
6. Election of Officers: Tabled until all Board members are present next month.
7. Approval of Annual Meeting Minutes:
  - Mary moved to accept annual minutes after addition of [REDACTED] as one of the nominees; Kim seconded the motion; passed unanimously.

- Mary moved to accept February minutes; Paul seconded the motion; passed unanimously.
8. Approval of November, January, February, and March Financials:
- Tim recommended we look into why we are still paying bank fees. Can we get better interest? Need to look into other secure ways to invest association money.
  - Tim moved to approve financials; Mary seconded the motion; passed by acclamation.
9. Old Business:
- Tyvek – Discussion of doing all buildings would deplete reserve. Look to new business Section E, loan discussion.
  - Concrete Update – Tim moved to accept change order on bid; Mary seconded motion; unanimous approval.
  - NEP Update – NEP has not been returning calls. Therefore, no further update. Can we get some assistance for Kim to form task force?
  - Curb Box Bids – Instead of just locating them, put in boxes. Tabled since no reasonable bids received. Mary moved to table; Tim seconded the motion; passed by affirmation.
  - Vinyl Wrapping/Fence Bids – Desired colors for use on clubhouse are those closest to existing colors. Tim moved to approve Phase I clubhouse work; Mary seconded the motion; passed by acclamation.
  - Mary moved to do entire Clubhouse III; Mike seconded the motion; passed by acclamation.
  - Clubhouse/Fitness Center Renovations – Mary moved to approve bids for renovations; Kim seconded the motion; passed by acclamation.
  - We also need an estimate on painting office and storage room. Will be handled by email.
  - Stanley Steamer Carpet Cleaner – Mary moves to accept bid for cleaning carpet; Paul seconded the motion; passed by acclamation.
  - Fitness Center Mats – Mary moved to accept the bids on the mats for both fitness centers; Tim seconded the motion; passed by acclamation.
  - Fitness Center Televisions – 32” flat panels x 5, \$219 each; Visio; non-smart. Purchase brackets from Amazon or other cost-effective vendor. Have Charlie mount televisions. Remove old televisions prior to painting and install new televisions after painting. Mary moves to purchase televisions; Paul seconded the motion; unanimously passed.
  - Tim (Board) would like for bulk trash area as separate line item on financials.
  - Reserve Study – Tabled until next meeting.
10. Any Other Old Business: None
11. New Business:
- Asphalt Bids – Phase I overlay, \$215,000 – asphalt over existing asphalt and grading drains – Phase II & Phase III, \$20,000.
  - Phase I, II, & III – concrete curb replacement, \$12,000 (old broken; Hidden Creek will fix curbs they damaged).
  - Speed Bumps – Grind down approximately 2” and replace, \$33,000. Tim moves to table until we get more bids; Paul seconds; passed by acclamation.
  - Hidden Creek – will start mulching this Friday.
  - Board Meeting Dates - Will continue to meet every 3<sup>rd</sup> Tuesday of each month.
  - Discussion of Association taking out a loan for construction expenses.
    - Interest rates are low; we can get fixed rate loans.
    - We need to begin to investigate and vet potential for bank loan and requirements.
12. Adjournment: Mary moves to adjourn meeting; Paul seconded the motion; passed by acclamation.