

The Lake at Heritage Pointe Homeowners Association

Board of Directors' Meeting- September 20, 2018

In Attendance: Louise Ascah, Heather Harris, Don Francis, Paul Taylor, Don Waldorf

Regrets: Glenn Ruskin, Rick Gallant

1. Call to order at 7:00 p.m.

Approval of Agenda: Don F. & Heather

2. Approval of Minutes, August 2018 Board of Directors meeting: Heather & Louise

3. Community Manager's Report was presented (Don Waldorf)

In terms of the parking lot repair/refurbishing, we have received three quotes to date and those are being reviewed- estimated cost ~\$48,000. Louise has submitted a grant request for partial reimbursement (\$24,000.) of the parking lot repairs.

The green organic bin is being delivered Sept 21 for 1 month. Signs have been made and will be posted around the bin discouraging people from mis-use.

Corix has taken steps to mitigate any possible sewer backup from the work they are doing in the community, which was a concern of several residents.

4. Treasurer's Report was presented (Heather Harris)

Highlights included the fact that we will be considerably under budgeted expenses for this fiscal year. As a result, we will have ~\$100,000 to contribute to the reserve fund rather than the budgeted \$54,000.

Regarding the landscaping and maintenance, the Board was very pleased with the work done by both Divcon and PLNT. As a result, the motion was made (Paul) and approved by those in attendance to renew both contracts for a two-year term with the option to renew for a third year.

5. General Discussion:

- a) Life Cycle Study priorities/Deck Resurfacing Project

There was discussion around the different types of products, durability and associated cost. We have received a number of quotes on different products and the original budget of \$40,000 has doubled to \$80,000 (materials & labour, installed) based on a composite product.

There are also different design considerations based on whether the product can be installed over the existing deck or has to be attached to the joists. Either option presents different drainage problems. The matter is still under review.

During the course of the meeting another potential supplier was identified, so it is being explored for a quote and possible timing to have the work done. The Board's objective is to have the work completed this Fall as part of the 2018 budget.

b) Fall Meeting/Finalizing of Cover Letter for Resident's Package

There was brief discussion on amending one phrase to clarify comparison between the 2018 Fee and proposed 2019 Fee. Louise will make the agreed upon change and work with Don to have letters delivered 30 days in advance of the Special Meeting.

It was also agreed that a copy of the actual motion to increase the reserve fund fee will be include as part of the proxy document attached to the resident's letter.

c) CFEP Grant

As mentioned above, an application has been submitted for a grant to cover one-half the estimated cost of re-surfacing the Lakehouse parking lot. Thanks to Louise for spear-heading the grant application.

d) Additional item: Signage

It was mentioned that there is a process underway to review the major signage throughout the community, particularly at the major entrances. One quote has been received for signage at either entrance with a more modern design at a cost of \$7800.00 for both signs, including all material and labour installed. Matter is still under discussion.

Next Meeting: **Wednesday, October 24th at 7:00 p.m.** One of the agenda items will be a dry run-through of the Life Cycle Costing Study and Reserve Fund Recommendation to be presented at the Special meeting on Oct 30th.

Meeting was adjourned at 8:25 p.m.