

Westbrook Townhomes Condo Association

Minutes

August 25, 2016

- I. Call to Order at 7:10 p.m. All members and Terri Zdanowitz present.
- II. Approval of Minutes: Review and approved Minutes from 3/15/16, 6/14/16, and 7/19/16. Phil moved; Marcy seconded. Carried.
- III. Treasurer's report  
Report of 7/31/2016 placed on file subject to audit. Marcy reminded Agent to have the staff use more details on line charges. Pump on 4645 done. Liened Unit Number 47. Unit 13 not paying additional per month as previously agreed; resumed charging late fees.
- IV. Agent's report  
  
20 late county property tax delinquency foreclosures and same as to tax foreclosure.  
Greenblade weed control was here May 6, June 17, and slotted for end of August.  
All owner documented spring walk through problems have been corrected.  
All scrape and paint around front doors – All Pro estimate of \$2900 – expect to include in 2017 budget.
- V. Old Business
  - a. Adoption of e-mail vote to extend first payment of roof funding to October 1, 2016. Passed. Ken moves to move remaining payments to January 1, April 1, and July 1. Marcy seconded. Carried.
  - b. Letter to owner for payment dates on roof funding. Delegated to Agent.
  - c. Adoption of e-mail vote to paint 20 lines on new asphalt base per building. Carried. Marcy will post notes for Wed., August 31 striping.
  - d. Old flooding issues: (See July minutes for units) Mr. Sponge quotes include the two new units below – over \$11K to repair. Susan to contact Dennis Brooks to discuss issues. Agent to get second estimate and have Mr. Sponge supply readable copies of their estimates. Consider 2017 budget for eaves and drains to see if that is part of the problem. Agent to get estimates for backs and ends - replace/repair drains for 2017 budget consideration.
  - e. Roofing contract issues: he's supposed to come Monday, August 29<sup>th</sup>, building 3 with eaves and downspouts.
  - f. Steps – units to be done asap are done but not posted to financials yet. Budget discussion of steps for all remaining units.
  - g. Power washing – buildings 1, 4, and 5 to be power washed per prior discussions of spring walk through. Some billed already, but not done yet.
  - h. Lawsuit – landscaper All Seasons added as a defendant; discovery at a slow pace.