

Paragon Meeting Minutes (2/16/17)

1- Discussed bids with Greg

- Greg agreed that we can pay him over 3 payments (ASAP, March 1st and April 1st)
- reviewed which add on alternatives are most likely (7 in total per Greg)
- suggest to assume worst case scenario though
- add on's will be locked into price before we begin
- reviewed summary of assumption
- definitely need a contingency for biogrowth that may be found (15% = about \$50,000)
- OWNERS HIRE the weld and concrete sampling inspector
- we will use the vendor's contract and have an attorney (TBD) review
- Owners have outstanding questions for vendors on bids (Nicole will email them)
 - when there is no slab, exactly how are we going to get to our doors?
 - why is there such a difference in timelines?
 - can we set up a payment plan?
 - what type of manpower are you dedicating to our project?

2- Discussed finances

- Estimated project = about \$400,000 (divided by 12 units) = about \$34,000
- \$34,000 per unit (divided by 4 payments) = \$8,500 per payment
- some ideas that may assist unit owners
 - look into if they have Special Assessment Insurance with their insurance provider
 - Vanco: a credit card system

3- Special Assessment Meeting ASAP!

- Keith will email owners
- Tuesday, March 7th at 7:00pm

4- Parking Spots

- Keith will talk to renters/owner of 3045 and have them park in their correct spot so 3075 can have their designated space back.

5- Fence

- Nicole will contact Rudy to fix it for \$140

6- Roof/Gutters

- Keith is currently meeting with companies to fix drain size
- Keith's had companies check out our roof. They said it was OK.
- Matt will have another company come out to confirm that roof is in good condition

7- HOA Budget as of January 31st, 2017

- \$18,300

8- Cap Hill HOA new field agent

- Doug Williams, responsible for on-site audits