

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS
OF SUNSET POINT HOMEOWNERS ASSOCIATION
SEPTEMBER 27, 2017

A special meeting of the Board of Directors of Sunset Point Homeowner's Association was held on September 27, 2017. President David Russell, Michael Hart and Manager David Roberts were present in person. Guy Rogers, Mary Ellen Turmell and Gary W. Bjelland participated by conference call.

The purpose of the meeting was to discuss the bid submitted by CK Builders. After initial discussion, Brady Davis, an employee of CK Builders, joined the conference call at our request. Numerous questions were asked of Mr. Brady concerning crew size, timing, references for other jobs conducted, product and labor warranty, etc. After significant discussion, a motion was made by Guy Rogers to approve the bid of CK Builders in the amount of \$162,350.00, plus also to have the additional feature of ice and water shield installed at a price of between \$5,000 and \$6,000. That motion carried unanimously, subject to the following contingencies:

1. Review of the proposed contract by Gary W. Bjelland;
2. Review by Gary W. Bjelland of a CK roof project currently in progress in Great Falls at 1700 16th Avenue South, which crew would work on the Sunset Point roof project; and review by Mike Hart in Kalispell of other projects conducted by CK Builders once a listing of addresses is supplied to David Roberts by Brady Davis. The exact color of the tile will be confirmed by Mike Hart, Mary Ellen Turmell and David Roberts prior to the product being ordered.

It is anticipated that Brady Davis will be at Sunset Point on Monday, October 1, at which time, following the above items being favorably handled, a contract will be signed. Payment terms are expected to be 20% upon signing the contract, 25% upon delivery of the product to the work site at Sunset Point, at which time work will immediately commence, 25% when the project is 50% installed and 30% when the project is fully completed. Brady Davis initially indicated that 20% would be required when the contract was signed, 50% would be required to be paid when the product was delivered to the site, with 30% to be paid at the end. Upon request by our Board, he indicated the 20-25-25-30 payment procedure would probably be ok. This will be confirmed prior to signing any contract.

Brady Davis indicated that two crews would conduct our job. They would work from sun up to sundown seven days a week. Approximately 6-8 people would be onsite performing the work. The employees would stay in hotels while they are working on the job. The crew foreman will be Rick Loftus, who is currently the crew foreman of the Great Falls roofing project underway at 1700 16th Avenue South. Brady Davis indicated

that there is a 50 year product warranty, and that with respect to a labor warranty, his company provides a 5 year warranty, and anything beyond 5 years is handled by the manufacturer of the product. The product has the highest Class A fire rating in the industry, and has a Class 4 hail rating, all of which are reportedly top notch. He indicated that it is possible that with this type of a roof that we could see an 8 to 9% decrease in our insurance premium related to this project. Brady Davis indicated that with the ordering of the product on Monday, October 1, the product should be here by October 21 to 25th, and that the job site work would commence between October 21 and October 30th. It is anticipated that it should be done within two weeks of commencement.

The product is manufactured in Oceanside, California. It is shipped to the Havre office of CK Builders, which is the primary office of the company. From there it is trucked to Sunset Point. Space required for its flatbed trucks, trailers, etc., is the equivalent of four parking spaces. Brady indicated that the worksite is cleaned up every day when work for that day is done such as the site is left clean and in a safe condition.

There being no further business to come before the meeting, it adjourned.

Respectfully submitted,

Gary W. Bjelland, Secretary