

A M B A S S A D O R I C O N D O M I N I U M
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Minutes

March 19, 2013

Joint Board of Directors Meeting with the
Ambassador II Homeowners Association Board

Ambassador I Board Members Present: Robin Cole, Nick Hart, Carrie Rolf, Steven Sawada, and Tim Trohimovich

Ambassador II Board Members Present: Jay Heath, Dale Hitsman, and Shaun Ross

Owners and Residents Present: Mike Hendrix and Mike Pollack
Call to Order

Robin, the Ambassador HOA Board President, called the meeting at 7:30 p.m.
Alley Garage Lighting

When light emitting diode (LED) bulbs go down in price, the garage lights will be replaced with that technology. In the interim we can install an additional light in the Alley Garage. Jay suggested a wall mounted compact fluorescent fixture and bulb. He will email with the specifications for suitable lights. It was also suggested that we consider painting the walls white; this makes the lights more effective by reflecting light into the garage from the lights.

Crime Prevention recommendations from the Seattle Police Department applicable to the garage and grounds

The Board President discussed the crime prevention recommendations. The Ambassador II Board members agreed with the pruning recommendations but skeptical about the recommendations for cameras. They suggested that we provide with information on the costs and they will consider the recommendations for the cameras.

Food Waste Recycling

The Ambassador II Board members said that we could take the lead on the food waste recycling. Both boards discussed suitable locations for the receptacles, perhaps by where the alley fence will be straightened out. The Ambassador I Board will consider suitable locations.

Garbage in Recycling

This is a periodic problem that is generally resolved by reminding owners and tenants to not put garbage in the recycling. The Ambassador I Board agreed to send out an email to our owners reminding them not to put garbage in the recycling containers and asking the owners to make sure their tenants know the location of the garbage and recycling containers.

North Planter

Jay said that he had planted a small garden in the north planter and said that if we needed that space for anything he would remove it. The Ambassador I Board agreed to this permissive use as long as we do not need that part of the planter and as long as it does not create problems for our members.

Rain Water Cut Off Installation

The Ambassador II Board asked if they could mount their rain water cut off sensor on the roof over the entrance to the bicycle parking room. This sensor controls the system that turns off their sprinklers when it rains. The Ambassador I Board agreed to this permissive use as long as we do not need that part of the roof and as long as it does not create problems for our members.

Alley Gate/Fence Replacement

The Ambassador II Board said they will likely replace the gate in the fence along the alley and straighten out the fence and gate this summer. This is the only major work the Ambassador II association will likely do this summer. The Ambassador I Board mentioned some of our projects.

Dead Tree

Jay Health offered to remove the dead tree from the planter box on the plaza in dispose of it in the yard waste. The Ambassador I Board thanked him for offering to remove it.

Ambassador I Remodeling Rules

Ambassador II Board members asked the Ambassador I Board how the remodeling rules are working. The Ambassador I Board said they generally work well. A short discussion ensued. Ambassador II Board also complimented us on our website.

Ambassador I Parking Rules Addendum

Ambassador II Board said that the parking rules addendum to our rules, which are the Ambassador I Parking Rules since the spaces Ambassador I owners own are in the Ambassador II parking garages. They agreed to email the Ambassador I the up-to-date rules and the Ambassador I Board agreed to include them in our rules and on our website.

Minutes

March 19, 2013

Regular Board of Directors Meeting

Ambassador I Board Members Present: Robin Cole, Rob Green, Nick Hart, Carrie Rolf, Steven Sawada, and Tim Trohimovich

Manager Present: Ron Moodey

Owners and Residents Present: None.

Approval of the Agenda

Nick moved to approve the agenda. Tim seconded the motion. It passed unanimously.

Approval of the January and February Minutes

Nick moved to approve the February Minutes. Carrie seconded the motion. The motion passed unanimously.

Approval of the January Minutes was deferred to the April board meeting.

Homeowner Issues

The Board President sent a letter to the owner of Unit 504 explaining what needed to be done to address the noises heard in Unit 504. Progress is being made in addressing the noise.

Reports

Committee Reports

Tim moved to appoint Jim Arthur the chair of the Landscaping Committee. Steve seconded the motion. The motion passed unanimously.

The Board President reported that the Reserve Committee had not yet finalized the building and landscaping improvements planned for 2013. The committee will work on the proposed work plan.

Building Manager Report

Ron reported that the fire control system is continuing to send false signals.

Ron summarized the work on the current construction projects.

The Board and Ron discussed who is replacing the light bulbs in the building hallways and stairwells. Ron is going to check with the cleaning company to determine the costs of replacing the bulbs to determine whether it is better to have the cleaners or Ron replace the bulbs.

Financial Report

The Board President reported that she had signed our 2011 Federal Income Tax return.

The February Financial Report was distributed and discussed. Tim moved to approve the Financial Report. Nick seconded the motion. The motion passed unanimously.

Old Business

Window Replacement Next Steps

Brandon Hamilton an architect who has done our reserve studies and has done other work for the association attended the meeting. Brandon explained the WES Construction *Ambassador Condominiums Rough Order of Magnitude Cost Study Vinyl Window Component Replacement* study. The purpose of this study was to estimate the range of costs for replacing the windows given the wide range of conditions that could be encountered. The estimate does not take into account a worst case scenario, but is close. Brandon noted that any building that has to replace its windows will probably have to borrow money to undertake the work. It was noted that interest rates are currently low. Brandon said that several lenders are currently willing to loan money to condominium associations.

The next step is to determine the true conditions of the building walls. This will require two studies. First, a company that tests for lead paint will need to test the paint in the walls to determine the extent of any lead paint. This work will cost \$3,000 to \$3,500.

Second, Brandon would need to disassemble some representative window assemblies from the outside in. He would then reassemble the window. This is all done in the same day. He recommends that two windows be disassembled on each elevation, which is each side of the building. This would help determine how the windows are actually installed and the true condition of the walls.

After the two studies are done, plans and bid specifications could then be prepared for the window replacement and any other work the association would like done. Since scaffolding will be needed to replace the windows, Brandon said that it is a good opportunity to do any other necessary exterior work such as tuck pointing the brick mortar. Tuck pointing is the replacement of mortar that is loose or that has worn away with new mortar. After the plans and bid specifications are prepared, we can apply for the necessary city building permits. Then a bid could be approved and a contractor hired for the work. The Board asked Brandon to prepare a proposal to conduct the lead paint study and the window study.

202 Weep Holes

Brandon Hamilton will conduct an investigation and provide the Board with a recommendation on how to resolve the problems affecting Unit 102 and 202. Gary Gilligan will then implement the solution.

New Business

Door Entry Control System

The Board discussing the Budget Key and Security proposals for the door entry control system and new digital cameras and a digital recording system. The Board wanted to make a decision as soon as possible on the door entry system because of the inconvenience of not having an operating door entry control system so the Board voted down a motion to postpone the decision due to the late hour. Tim moved to approve the proposal for the door entry control system for \$12,752.37 provided that a second bid confirms that the price is the lowest cost or close to the lowest cost. Carrie seconded the motion. It was unanimously approved.

Adjournment

Tim moved to adjourn. Nick seconded the motion and it passed unanimously. The meeting was adjourned around 10:20 p.m.