

AMBASSADOR I CONDOMINIUM
505 EAST DENNY WAY SEATTLE, WA 98122

April 16, 2019 7:00pm Ambassador I Regular Board Meeting

Attending:

Nicholas Hart, President

Ty Booth, Member at Large

Dona Cutsogeorge, Secretary

Dann Moomaw, Member at Large

Tim Trohimovich, Member at Large

Lisa Lightner, Building Manager

Suzanne Heidema, Accountant

Steve Wilson, Vice President

President Hart called the meeting to order at 7:00 p.m.

1. Approval of Agenda

Tim moved to approve the agenda as written, seconded by Brian. Approved 6-0.

2. Approval of March minutes

Postponed

3. Homeowner/Tenant issues

a. N/A

4. Old Business

a. "As builds" from Brandon – Got them.

b. Ordering additional screens – Suzanne. Suzanne sent Mark a reminder asking how many of each type of window we have, so we can order an appropriate number for extras. She has this list, and will go through it so the Board can decide on how many extra screens to order.

c. Landscape discussion – Unit 202 homeowner, who has landscape architect expertise, discussed with Larry Arndt. It is her opinion to wait on landscaping until fall so we can get permits, and more details on plants. Larry called Suzanne to tell her they're getting busy. We will dialogue with Unit 202, get more specific about plants, schedule the work for fall. The idea was put forth to do something in the interim: simple, a short-term solution of annuals, soil treatment, just a few hours of landscaping time. Lisa will do some weeding, as well as ask Unit 202 about a temporary solution. Lisa will set up a time to talk with her. Larry will reactivate the irrigation system

d. Gym refresh –Dann ordered gym floor samples and passed around for review, they're \$3.00/sq ft. We need to add replacement costs for gym equipment to the reserves study. We discussed administering an electronic survey to homeowners and residents to gauge interest in using an upgraded gym and finding out what features would be most useful. Dona will draft the survey and send to board for review.

e. Commercial unit delinquent receivable – they paid \$240 for the permit fee for the ramp, but they have not paid the main invoice yet. We discussed taking a legal approach for resolution. Ty moved to send the commercial unit collection issue to the attorney, Brian seconded. Motion passed 6-0.

5. New Business

a. Fire Safety invoices – ratify email votes

Sprinkler head deficiencies: \$1118.48 Steve moved to approve. Brian seconded. Approved 6-0.

5-year standpipe testing required by SFD: \$925.80. Steve moved to approve, Brian seconded.

Approved 6-0.

Test missed units and repair horns: \$661.56 Brian moved to approve, Steve seconded. Approved 6-0.

b. Unit 408 damage to building - Brian moved to approve having Eric repair the wall and the wood trim on the railing. Ty seconded. Yea 5, Nay 1. Approved 5-1.

- c. Insurance renewal discussion. If a big earthquake hits, there will be demand for contractors and prices will increase. It seems reasonable to increase our insurance coverage, \$10 million seems appropriate at least for a start. Our coverage includes updates to building codes. Reserves Associates may be a good source for an estimate. We estimate the difference to be about \$10K more annually for the increased liability coverage. If we go to \$10 million there will be a budget shortfall. It was noted that we don't yet have the earthquake quote. We can borrow from reserves and at the end of the year if there's not enough left in the budget we can increase next year's budget to increase reserves. We need to renew insurance by May 8th. We need 25% down by May 8th. Tim moved to renew the insurance at the \$10 million level, and that we seek to have a building replacement cost estimate by the end of the year. Ty seconded. Approved 6-0.
- 6. Building Manager Report (Lisa)** Everything's running smoothly. Carpet cleaners haven't followed up yet with quotes to do individual units (price will be per sq ft). Suzanne will call window washers for a June cleaning. Suzanne will follow up with ThyssenKrupp about revised agreement to take over maintenance in June, as well as change wording in terms of contract to include terminating for cause.
- 7. Financial Report (Suzanne)** Suzanne gave the financial report. Brian moved to approve the financial report, Ty seconded. Motion passed 6-0.
- 8. Committee Reports** – General discussion around email accounts connected to website. Nick will implement forwarding of all website-generated HOA board member emails to board member personal emails.
- 9. Short-term rentals** – Short-term rentals mean less than 30 days. Recent Air BnB and VBRO scans have not shown any units being rented out short-term.
- 10. Next board meeting dates:** Tues 5/21, 7pm.
- 11. Adjournment:** Brian moved to adjourn, Ty seconded. Motion passed 6-0. Meeting adjourned at 7:40.

Written by Dona Cutsogeorge