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Minutes
January 21, 2014
Regular Ambassador I Condominium Association
Annual Membership Meeting

Current, Pre-election, Board Members Present: Jim Arthur, Robin Cole, David Morse, Rob Green, Nick Hart, and Tim Trohimovich.

Building Manager: Ron Moodey.

Owners and Residents Present: Ty Booth, John Carter, Suzanne Heidema, Hess Hodge, Margo Reich, Mackie Suzuki, David Murphy [this is a partial list; the full list should be obtained from the sign in sheet].

Welcome

Robin Cole, the outgoing Board President, called the meeting to order at 7:30 p.m. She welcomed everyone to the annual meeting. Suzanne Heidema reported that a quorum of the owners was present.

2013 Accomplishments

Robin Cole summarized the association's 2013 accomplishments. They include:

Having a Seattle Police Department Crime Prevention specialist review the buildings security measures, having the specialist meet with residents and property owners, and having the specialist suggest security improvements. Most of the recommendations have been implemented. This included replacing locks and putting lock guards on all vulnerable doors.

The Board of Directors met with the Ambassador 2 Board of Directors to share these recommendations and to discuss issues of common concern to the two buildings and associations.

A new entry access system was installed to replace the system that failed due to old age.

Robin Cole increased the rent for the association owned unit, Unit 304, to \$1,300 a month. A significant increase over the rent previously charged.

The Board developed alternative concepts for a potential rent cap and began discussing these alternatives. This discussion is ongoing.

2014 Budget and Capital Improvement Program

Robin Cole invited questions on the 2014 Budget and Capital Program. The Board of Directors approves the budget, although a majority of the homeowners can reject the budget and adopt another. Capital improvements are improvements to the building that will last more than two years. The replacement of the entry system was an example of a capital improvement.

The budget increased the dues by 0.9 percent. The budget will transfer \$75,000 to the reserve fund, which pays for capital improvements to the building. This transfer will fully fund the reserves as recommended by the association's most recent reserve program, an analysis of the work that should be done to preserve the building over time. The current reserve study was prepared by Brandon Hamilton, an architect, in 2013.

The association ended 2013, with an \$11,000 surplus. Jim Arthur moved to transfer the \$11,000 surplus to the reserve account. Nick Hart seconded the motion. The association membership passed the motion unanimously.

Homeowner Questions and Answers

Robin Cole invited the homeowners to ask questions related to the building and association. The questions included the following.

What do you do if the garage door does not close at midnight? If the door does not close at any time call Jack Taylor of Property Concepts at telephone number 935-7951. Property Concepts manages the Ambassador 2 Condominiums, which is responsible for the parking garages.

What do you do if the key to the doors to the parking garages do not work? Call Jack Taylor of Property Concepts at telephone number 935-7951. Property Concepts manages the Ambassador 2 Condominiums, which is responsible for the parking garages.

What do you do if the door alarm is going off? Call the Ambassador I Association Manager Ron Moodey at telephone number 949-0224. If Ron does not call back quickly, call the afterhours emergency telephone number 372-5607.

How do you clean the elliptical running machine in the gym? Please use the towels and cleaner to clean any part that has become sweaty. Also, remove the foot sliders and clean the grooved channels in which they move.

What can be done to pick-up the garbage in front of the building? The number of times then manager picks up the garbage has been increased. Owners and residents were also encouraged to pick up garbage when they see it.

How does the compost get out? Ron Moodey takes it out in the morning on the day in which pick-ups will occur and then moves it back behind the fence after the compost has been picked up.

What is happening with the unit that is in arrears in its dues? It is in the process of being sold and we hope to collect the back dues.

How do you proceed if the unit above you is making unacceptable noise during the quiet hours? First, contact the resident and, if the owner does not live in the unit, the owner and see if that resolves the problem. If that does not resolve the noise problem, please contact the Board and Suzanne Heidema.

Why are the minutes not on the website? The Board approved minutes are posted on the website, although since volunteers maintain the website there may be a time gap before they are posted. Should we have our building manager available for more hours or to live in the building? Our current Building Manager, Ron Moodey, is part time and lives in another building in the neighborhood. There was a discussion of how the building should be managed.

The commercial unit is for sale. What are the restrictions on the allowed uses? The allowed uses are the uses allowed by the city zoning regulations and generally include retail commercial uses and offices.

What is the situation with the window replacement? The Board has received a couple of proposals, but it was clear that the two contractors were estimating very different projects. The Board has asked Brandon Hamilton, an architect, to prepare two alternative sets of specifications that are the minimum amount of work necessary to have contractors bid the project. The first alternative would be a complete window replacement including the replacement of all of the window trim and improvements recommended by the architect. The second alternative would be the minimum work necessary to replace the windows. Rotten or damaged trim would be replaced, but the other trim left until later. Once the two alternatives are prepared, they could be bid by contractors to allow a clearer comparison of the alternatives. Currently, it is uncertain how

much the window work will cost and how it will be financed. The association funds in the reserve account include some money to pay for part of the window replacement. Owners will also have to contribute to the window replacement although the Board is considering alternatives that may be able to help the owners finance the work.

The front porch is slippery when wet. Can something be done about that? Yes, the Board is in the process of replacing the tile and rub pad at the front door.

Board of Directors Election Results

Ty Booth, John Carter, Nick Hart, David Morse, David Murphy, and Steve Wilson were elected to two-year Board of Director terms. Since the Board still had a vacancy, John Carter moved to elect Mohammad Makarechian to the Board of Directors. Nick Hart seconded the motion. The newly elected Board of Directors voted unanimously to elect Mohammad Makarechian to the Board.

Homeowners and residents were encouraged to volunteer for committees on a sign-up sheet.

Adjournment

The annual meeting was adjourned. The Board of Directors then held their January meeting.