

AMBASSADOR | CONDOMINIUM
505 East Denny Way Seattle, WA 98122

Attending:

Tim Trohimovich, President
Suzanne Heidema, Treasurer
Dona Cutsogeorge, Secretary
Imran Karim, Member-at-Large
Amra Fikic, Agynbyte
Jordan Ade, Member-at-Large
Michael Glasgo, Vice President
Lisa Lightner, Building Manager

April 25, 2023 6:30pm

Ambassador | Monthly Board Meeting

1. Call to Order: Tim called the meeting to order at 6:38.
2. Approval of meeting minutes: Jordan moved to approve the March 2023 minutes; Tim seconded. It passed 5-0, with one abstaining.
3. Financial report: Suzanne gave the financial report. We discussed our special assessment loan (for envelope restoration that has been completed), because its interest rate adjusted due to it being a 5-year ARM and it has been 5 years. The Board needs to vote on whether we will adjust the rate on the special assessment loans for homeowners.
4. Old Business
 - a. **Ongoing water loss – updates:** Close to being finished restoring the '06 stack. PCAM has hired an electrician to take care of the remaining work on 506. There's painting left to do in 106, which has undergone significant remodeling due to the need to level the floor. The '03 stack is near completion, and it's noteworthy that the building is navigating reimbursement challenges due to non-standard insurance processes beyond our control. Suzanne moved that we approve the \$4,217.36 bill to repair the common areas, Jordan seconded. It passed 6-0.
 - b. **Jetting/drain cleaning- Moisture reading:** We might want to switch from PCAM to McLeod for moisture readings. We are using Action Jackson for jetting.
 - c. **Landscape design:** Improvement has taken a backseat lately, due to our homeowner landscape expert being out of town until June.
 - d. **Window screens replacement:** This hasn't been started yet. Lisa and Suzanne need to convene, to get a list of types of screens and start moving forward.
 - e. **Courtyard mats replacement:** Lisa needs to wait on this until the restoration work is complete, since they're using the courtyard to store materials.
 - f. **Suzanne's reimbursement for Zoom account:** Agynbyte mailed it this week.
5. New Business
 - a. **BuildingLink:** Jordan introduced BuildingLink, which is a software-as-a-service customizable communication solution used by other condo buildings in the area. Designed to be owned by our HOA, BuildingLink features include: a website with DB (for contacts and storage of minutes), community bulletin board program with calendar, a way to interact with and complement our intercom system, emergency alert system. It's usable as an app or website. They offer training. Yearly fee \$2,625 (\$218/monthly), payable month-to-month, no contract. It is also a way to store our various documents in one place. We aren't ready to commit right away but will consider this option as it looks like it would meet several key needs.
 - b. **Intercom system:** Our system was vandalized around 12:15AM April 21st, with liquid poured into the front entry box. It disabled the DoorKing system and locked homeowners out for 8 hours. The technician came out and fixed it but it's now vulnerable because there's corrosion inside the box. We need to keep the existing system operating while investigating our options should we experience another failure. Lisa

will research two replacement options that may be better for our situation, including those which may be impervious to liquid.

- c. **Stairwell door handles and cleaning:** The 6th floor stairwell handle is sticky, 5th floor worn, 4th floor sticky and worn, 3rd floor worn-looking, 2nd floor good, 1st floor worn. Jordan moved to get a bid from BK to replace 5 stairwell door handles, Tim seconded. It passed 6-0.
- d. **Xfinity Internet next steps:** We need to order a business plan from Xfinity, not residential. The plan is \$58.95/month with dual band router for year 1, increasing in year 2 to an as-yet-undetermined amount. We need a coaxial cable run from the main junction box in the basement to the manager's office so we can place our modem and router there. Jordan moved to approve the conduit install at an expense of up to \$600 to remove and install conduit, Dona seconded. It passed 6-0. Suzanne moved that we go with Xfinity for the year at \$58.95/month, Imran seconded. It passed 6-0.
- e. **Commercial unit lock and security:** We are vulnerable to a security breach via the commercial unit, which continues to be vacant. BK can inspect the door to restore the alarm and install a bidirectional lock so our building can be secured against break-ins. We need to reach out to the owner of the unit to get their approval.
- f. **Fire Safety infrastructure refresh:** Jordan has communicated with the fire marshal about the Knox box, which we'll bypass in favor of giving them a DoorKing code. Jordan and Lisa will inventory and update the rest of the keys in the Knox box. The fire department commented on the fire safety issue caused by our locking stairwell doors. We discussed the pros and cons of removing the stairwell door locks. Suzanne will call John McDonald to ask about liability issues.
- g. Repainting Denny Way loading zone: Our paint is mostly gone, so it might be time for a refresh. Eddy's quoted us \$450. Because we have a pressure washer, and we might have the paint, we may consider doing this ourselves instead of contracting it out.
- h. **Summer graffiti and trash plan:** Graffiti continues to be a persistent problem. Lisa has been working with Eddy on how to maintain our alley, she also talked with Graffiti Busters. Eddy's applied new paint, which is easier to work with so that we can now paint over the graffiti.
- i. **Status of carpet replacement:** tabled until after the summer, when remediation is done.
- j. **Update on TK Elevator door code vandalism:** Lisa contacted TK Elevator about the use of the TK elevator technician door code to vandalize our laundry room and steal laundry. We're at an impasse as to what else to do.
- k. **Units Plumbing Inspections:** Lisa will report next month after talking with Sergey from McLeod.
- l. **Water Heater Replacement:** Need to look at the status of our 10-year water heater replacement.
- m. **New Water Loss:** There is a new water leak from 304 to 204. McLeod is doing emergency repairs, which is in process. The toilet in 304 is loose, so it appears to be a localized toilet failure.

6. Next Meeting Dates: May 23, 2023

Suzanne moved to adjourn at 8:36.

Written by Dona Cutsogeorge