

Ambassador I Condominium
505 East Denny Way Seattle, WA 98122

Draft Minutes
May 17, 2016
7:00 PM

Board Members Present: Robin Cole, Tim Trohimovich, David Morse, Bill Bielby, Brian Shineman, Nick Hart

Homeowners Present: Mackie Suzuki

Building Manager: Lisa Lightner

Approval of Agenda: Approved Amended Agenda

Approval of April Minutes: Approved

Homeowner/Tenant Issues:

Mackie Suzuki has been dealing with a window issue in #202 since January. She reports that the window has cracked - brought photographs. Discussion about how to have her window replaced before Winter. Call a glazier to have the window pane replaced. TT moved to have Mackie's window reglazed. 2nd BS. Motion approved. Nick will contact Gary Gilligan about getting a glazier.

Old Business:

- a. **Rear entry and storage hallway flooring (Lisa):** Lisa has two bids but not clarified. Samples of rubberized tile were brought to the meeting. Discussion about replacing some of the current carpeting with extra carpeting we have in storage.
- b. **Unit inspections update (Lisa):** Gary is working on a lot of projects. June may be a better month to discuss information.
- c. **Window project contract (Robin):** Brandon, the building's architect, came to the meeting to discuss contract & project. Points of the contract and possible changes. Timeline discussion. Best case scenario will be 5 to 8 months for the window replacement. Possible to install some windows from the inside? Contractor's choice. Tuckpointing may make it easier to justify scaffolding. Architect to check the cornice for condition. Discussion of the percent fee. Different grades of building types. Discussion of work which needs to be done as project unfolds. Architect wants to keep the architectural work in harmony with the building. A new building code goes into effect 1 July. The work will be done under the new rules. Discussion of the liability of the architect and insurance. Architect will double the insurance for the project. Proof of insurance will be provided. We tried to eliminate the arbitration clause. Brandon will check with his attorney for contract changes and board will vote on contract. Rough order of magnitude budget to be made.... Several contractors to submit bids. There can

be some value engineering to lower costs. Robin will send a PDF to the board for discussion.

New Business:

- a. **Board Vacancy:** Discussion to have an email sent to homeowners about filling a board position. Board member David Morse is moving to Vermont. Ty Booth to fill in if no one steps up. Nick will talk to Suzanne and something will be drafted. Post opening?
- b. **Water test:** Lisa has researched the subject. Test can be done for around \$40 with lab tests. The building was renovated in 1991 so lead connector may not be present - was usually for single family homes. Galvanized pipes may also contribute lead to water. Check water from several sources in the building. Lisa will consult a hot line about testing a building the size of the Ambassador. Tim made motion to have a couple of tests done for the building after checking with source. Lisa may check with Seattle Utilities about if there is a record of what we have. Robin will check plans for the waterlines. Motion made to have tests done.
- c. **Discuss the building's structure:** 1700 buildings are on a municipal danger list of brick buildings. There is a retrofit list. Is our building at risk? This building has a brick facade/facing but not structural. Nick will check with Suzanne and Steve about the list and is there an issue? Was earthquake retrofitting done to the Ambassador I when it was renovated in 1991?

Building Manager Report (Lisa): Lisa brought a homeowner's request for flooring replacement. Board would like to ensure that the underlayment meets the requirements of the rules. They need to provide documentation. Tim moves to approve depending upon those conditions. Motion approved.

Discussion of the building's lock out policy and the escalation of fees after multiple uses. Notice on bulletin board about the service.

Appointments being made for new elevator vendors. Has notice been given to our elevator vendor that we may quit using them? Lousy service and we've been fined by the city for things not done but required.

Lighting bids are coming.

Financial Report (Suzanne): There are a few homeowners who have not yet paid. Legal fee discussion. Eric's payroll costs for stairwell & hallways. Contacts for loans for window contract. Discussion of the finances. We are in a good position. Costs of window repairs (water intrusion) in a few units.

Set the Next Meeting - Tuesday 21 June 7 PM

Adjourn: 8:20 PM

