

Ambassador I Condominium
505 East Denny Way Seattle WA 98122

Ambassador I Regular Board Meeting
July 21, 2015 7:00 PM
Draft Minutes

Board Members Present: Brian Shineman, Ty Booth, Nick Hart, Tim Trohimovich, Steve Wilson, David Morse

Homeowners/Tenants Present: Suzanne Heidema, Bill Bielby

Building Manager: Lisa Lightner

1. Approval of the Agenda: Approved
2. Approval of June minutes: Will be approved via email
3. Homeowner/Tenant Issues: None noted.
4. Old Business:
 - a. smoking complaints (Suzanne): The tenants in #403 have been notified of issue. A letter was sent on 16 July. Before a fine there has to be a written notice of violation. The owner's property management agent will send a letter of lease violation. Cigarettes are still being found on the sidewalk - these may be from another tenant. Suzanne or Lisa will follow up.
 - b. update on amended declarations: Committee meeting last Saturday and went over attorney's recommendations. Document search was made ~ awaiting for more information.
 - c. drains (Steve): Steve Wilson met with an employee from Fisher plumbing. Outside water not supposed to come into building. Looking for a variance. Window well drains go into ground. Waiting to see what can be done.
 - d. lighting: Sequoyah Electric. Cans may be retrofitted. Lisa gave a report. We can put our own LEDs in the gym. There could be a 70% rebate from the city. Break down the replacements into zones. Homogenize the bulbs. Dark storage rooms - discussion of need for brighter lighting. We can phase in a bit to get the city rebates. Steve has an appointment with the can light man. Lisa will have an apples-to-apples comparison from the three electricians to email to the board members. Get the design committee to check out fixture selection. Waiting for updates.
 - e. website update: Hess has transferred info and Nick now has all the information. May minutes were updated.

- f. There have been bike locks left on front railings. Lisa and Suzanne will write a general notice and post it.

5. New Business:

- a. 402 remodel: Tub, tile, painting done. Cracked sink fixed. New plumbing. Remodel general announcement. Scope of work was a unit alteration. Motion to fine \$100 for work done without notifying the board. Motion carried.

6. Building Manager Report (Lisa): The electricians also did interior unit audits. All the lighting can possibly be replaced with LED bulbs for free via a City of Seattle program. There are "advanced" power strips which can be given to us. Two different types of shower heads for water conservation also available. Information to be put in newsletter and on website.

7. Financial Report (Suzanne): Cash was a lean this month. Update on the mortgage on the rental unit. Mortgage rate on the association's rental unit increase 0.25%. Not worth refinancing \$60,000 at ~3.75%. Receivables are good. Suzanne will follow up with the delinquent check. Move in fee due. Revenue is ahead of budget with fees, change of ownership fee, etc. Our tenant in #304 will be leaving in Sept or Oct. He'll give us notice 1 August and association will find a new tenant. Expenses are under budget - some projects postponed. Bill paid for carpet cleaning. Utilities are under budget. The toilet inspections helped to reduce water usage. Attorney's bill for reviewing documents was approximately \$2644. Suzanne feels that this is a reserve expense due to the financing. Motion made to move funds to reflect this. Passes.

Letter to be sent to KONE telling them we are going out to bid for elevator maintenance now that contract will be ending.

8. Adjourn

Next date: Aug 20th 2015 at 7:00