

# **Renton Ridge Homeowners Association**

Meeting Minutes  
July 22, 2015

## **Opening**

The regular meeting of the Renton Ridge Homeowners Association was called to order at 7:00 PM on July 22, 2015 in Renton, Washington by Mark Denton, Board President.

## **Board Members Present**

Mark Denton, President  
Valerie A. Dreas, Secretary/Treasurer  
Lin Buchanan, Member  
Betty Park, Vice President (late)  
Chris Jensen, Member  
Azhar Basit, Member (absent)

**Others Present:** No homeowners were present. Chuck Van Houweling of the Management Trust and Jim Bauer were also present.

## **Approval of Minutes**

The previous month's minutes were unanimously approved with two minor edits.

## **Treasurer's Report**

The Treasurer reported that there was \$39,324 in the regular checking account as of June 30, 2015. There was \$167,291 in the siding account and \$135,825 in the general reserve fund. (The annual \$80,000 contribution from general reserve to the siding account was taken from general, but not yet deposited to the siding account..) The insurance reserve account is \$25,085.

Aging report showed that there was \$77,551 owing in past due dues. \$57,814 of that is 90 days or more. There are still 9 homeowners that have failed to pay their shortfall from the January payments. According to our collection attorney, we have collected approximately \$33,000 in delinquent monies since the 1<sup>st</sup> of January.

The HOA still has not received the insurance settlement from CAU for the pipe breaks in December 2013. The Board has directed TMT to follow up with them and find out what the delay is.

The President brought up that since the cabana has been torn up for the mailbox project, we could finish the siding for this building this year. Estimated cost was \$50,000. The permit for the mailbox project could be altered to add the siding for the building, according to the City of Renton, and we would not have to pay Dave Falter to do any drawings for the building. Just use the same window renderings from F building. There is a savings.

However, discussion flowed around the fact that our general reserve is low and the Board does not want to borrow the money from next year. \$50,000 is the equivalent of two months contribution. However, as stated above, the CAU check for the insurance reimbursement from the pipe break in 2013 has not been received. If that money could be allocated to the siding project and used for the cabana, then only one month would need to be borrowed against. The Board is much more comfortable with that idea. Jim Bauer stated that he would be willing to wait for the CAU check to pay off the remaining bill for the cabana siding.

**A motion was made and seconded to approve doing the cabana this year for the \$50,000 on the contingency that we will receive the CAU check soon. Final determination is contingent upon TMT's investigation into where the check is, since the matter was settled back in March 2015.**

### **New Business**

No new business was brought before the Board.

### **Open Issues**

The HOA punch list was reviewed.

### *Board Issues*

1. **Reserve Study.** Forms have been sent in. The Board can expect to see this in September.
2. **Cabana Reservations Forms – Mark to get more printed up.**
3. **FHA Approval.** At present, Renton Ridge has 41% tenancy. TMT believes that we can get an exception, if that is the only one. **Chuck will follow up.**
4. **Annual Audit –** Paperwork is filled out. Won't be done until after tax season. Auditor is requesting back up info. This probably won't be done until September as well. **Chuck is getting this together.**

5. **Hardwood floors** – The situation is becoming critical. Many more complaints about noise issues and hardwood floors. The HOA does not have much in the way of enforcement and if the Board changes the policy, many will claim grandfathered in and not remove the floors. A request was sent to Ken Herra to beef up the language in our HOA rules to give more enforcement power. **Chuck will follow up with him to find out the status.**

6. **Air Conditioners** – there have been a request to the Board regarding installing a window air conditioner. The rules state that a homeowner must seek Board approval to install window units. It has been noted that there are several violations of the rules, in that, air conditioners were installed without Board permission.

Given that there is a possibility that air conditioners can leak and cause damage to the windows and frame (which is of great concern for those buildings that have new siding as it will void our warranty), and also, improper installation can be a safety hazard, the Board will not allow any air conditioners to be installed in windows.

However, it was pointed out that due to the extreme heat this summer, it can be an issue of health and safety. Thus, the Board has decided the following:

**Any homeowner that has currently installed air conditioner will be allowed to keep them up until October 31, 2015. Then they must be removed. The Board has approved a floor air conditioner unit that has a flat panel that can be installed in the windows that does not protrude out. Any homeowner can contact TMT to get pictures of what the Board has approved. These floor units are available at Lowe's, McClendon's or Frye's.**

7. **Insurance Reserve** – With the new insurance company and deductible, we need to move \$15,000 to the insurance reserve account. **Done.**

8. State Farm/J102 – The Board received a notice from State Farm asking for reimbursement for damage to unit J102 for \$978. The Board has no knowledge of what “damage” was caused. **TMT will contact the agent and get the particulars. Under no circumstances is any work to units, particularly if there is a question of responsibility, to be performed without prior Board knowledge and investigation.**

9. **Stairwell/water issue (C305)** – The agreement was sent to homeowner two months ago without response. The Board will wait until the hold harmless agreement is signed.

*Construction Projects*

10. **Siding project.** Siding project is running on time. Dave Falter provided his first field report stating that water and pressure testing were performed on the windows that have been installed and they passed. There was some dry rot found around the meter areas, which has been typical for all the buildings completed so far. There was also some dry rot on the '06 stack which will be repaired. A few issues with homeowners failing to provide access, but those are being resolved.

11. **Mailbox replacement.** Mailboxes will be in or about 8/4/2015. Mark will need to set up keys and contact the Post office to come out and put their locks on the general access locks. Jim is still working on the infra structure for the boxes when they arrive. **See notes above about tagging the siding for the cabana onto this project.**

*Complex Maintenance*

12. **Sprinkler Inspection.** Cosco returned a bid of \$75,000. The work encompassed more than just replacing painted and broken sprinkler heads. **Mark will discuss with them what we want.**

13. **F303 leak** – Leak in master bedroom bath. Homeowner was unsure of where leak was coming from since this is newly remodeled. **Jim will look into this.**

14. **C303 inspection report** – C303 has a potential buyer that had an inspection report done. There were several findings and we received a request from the buyer to fix certain items such as flooring, carpet and hot water heater. Of concern to the Board was a report of mold in the attic and inadequate insulation, as well as old poly piping that may need replacing. The Board instructed Jim Bauer to investigate this along with Chris. The mold was not active, and was old. Insulation is adequate, but could be beefed up. Cost would be about \$5,000 to \$7,500 per building to do. Nothing was critical to be fixed. **The Board will revisit this issue for the 2016 budget.**

15. **Missing Inspection Plate** – C building. A homeowner reported that the cover for the water meter was missing. **This is a city of Renton issue and Chuck will contact them to get it resolved.**

16. **Pool Card Reader** – This issue is in conjunction with the mailbox project as some of the wiring needs to be rerouted. The issue should be resolved when the mailboxes are installed. Until then, homeowners are instructed to access the pool through the cabana.

17. **Cabana keycard issues** – some cards were not reading. Hopefully this issue is fixed. **Done.**

18. **Landscaping sprinklers** – the Board has received several complaints of some problem areas with the sprinklers. Tribella has been working on these issues. Some sprinklers have been dug up and heads replaced; some needed to be located and directional issues resolved; D bldg. has to get a new controller for that system. Most of the issues are or have been resolved that has been reported.

19. **K bldg. dryer vents** – There is still a missing vent cover on the north side of K building and now, the birds have poked through one of the ones on the south side and a bird's nest is fully operational. **Chuck will contact Birdbusters to deal with this.** We are still under warranty for these issues.

20. **Security issues** – The last bid was from Island Security for \$30,000 to set up a wireless system with cameras around the cabana and at strategic points around the property. The HOA cannot afford this. **Mark and Chris will purchase a system that has direct feed through cable rather than wireless.** The cabana interior and exterior will be covered as well as the entrances to the property. This system will include infrared for nights. Cost will be about \$2,000.

21. Sign in picnic area – stating use at own risk. **Mark will do this.**

22. Roof inspection – garages needs to be inspected for structural integrity. The Board received a bid for \$40,000 to reroof all the garages (not including metal ones). The Board was not impressed. **Chuck will continue to search for an inspector who will provide a report to detail what needs to be fixed.**

23. Replacement of drum drips. In order for Cosco to deal with drain drips without entering homes, it was proposed that the Board approve that these be placed outside so homeowners don't need to be disturbed. Cost is \$600/each. Cosco has given Mark a bid to do this work for \$10,000. **The Board previously approved that this work be done.**

24. Light post in pool area needs fixing. The post on A building side is tied into the electrical system that the mailboxes are tied into; thus, this won't be resolved until the project is complete and all rewiring has been done. The one on the H building side is routed somewhere else. **Mark and Chris will determine what needs to be done.**

25. Tribella – Mulch entire complex. Bid \$3,676. Board decided 1" mulch was adequate. **This will begin the last week of July.**

*Jim Bauer Assignments*

26. All Garages. Some of the garages have had trim knocked off and need to be replaced and painted. **This has been started.**
27. D306 door – door needs to be replaced. Door was damaged during sprinkler disaster.
28. H101 screen door – they didn't their screen door last summer. **Done.**
29. **Change lights in E bldg.** (left over from siding project). Wrong lights were put on.
30. Roof Anchors. This is statutory requirement. Jim will do before siding.
31. Light on K building. Light is not working. Needs repair.
32. **Ground floor of buildings are dirty.** Diva's have tried to clean but it's not coming up. The flooring needs to be redone. Jim will do and add as part of siding project.
33. A101 needs new window frame. Hole in wall.
34. **D bldg. drainage.** Bid is for \$10 to \$15,000. However, K and H are in worse shape. **Board decided to do K & H together first.** Jim to get bids.
35. **Sidewalk wood hand-railings.** Replacements needed for E building, D building and pool stairs outside of H building. **E and D are done.**
36. **Sidewalk replacement.** There are some areas of the sidewalks that need replacement. Inspect sidewalks for potential tripping hazards. F building has lifting.
37. Sloped sidewalk area. These need to be painted to identify possible tripping hazards.
38. K bldg. garbage asphalt. Replace heaving asphalt and flatten out.
39. D carport damaged. Need to fix. **Started.**
40. C305 – put plexiglass up. Can't do until agreement is signed.
41. Hole in H building siding.
42. F202 needs to be renovated so we can rent out. Jim will do during siding (separate issue). Needs to get us a bid to clean up.

43. Bldg A. Sheetrock for basement.

Adjournment

Meeting was adjourned at 8:53 PM by Mark Denton, Board President. The next general meeting will be at 7:00 PM on August 26, 2015, in the Renton Ridge Cabana.

Minutes submitted by: Valerie A. Dreas

Approved by: Renton Ridge Board