

# **Renton Ridge Homeowners Association**

Meeting Minutes  
October 28, 2015

## **Opening**

The regular meeting of the Renton Ridge Homeowners Association was called to order at 7:00 PM on October 28, 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  
Chris Jensen, Member  
\*Azhar Basit, Member (absent)

Azhar sent an email to the Board resigning his position on the Board due to work issues. The Board accepted his resignation.

Shelly Ulrich of C105 has been attending meetings and expressed an interest in joining the Board. The Board voted unanimously to appoint her to complete Azhar's term, who replaced Rick Hernandez. Shelly's term will be up in March 2016 unless extended by vote of the general membership at the annual meeting.

**Others Present:** 5 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.

## **Treasurer's Report**

The Treasurer reported that as of September 30, 2015 there was \$27,640 in regular checking and \$75,487 in the siding account. There is \$133,947 in the general reserve and \$25,104 in the Insurance reserve account.

Aging report shows that outstanding balances are \$78,479, with \$1,523 being 90 days or more. Several of these accounts are about to be dealt with as bank foreclosures are pending and monies are being collected. Judgments have been

taken out against the delinquent ex-homeowners, and will be watched for collectability.

There are 9 homeowners who have a balance of \$12 or less that were holdovers from paying January 2015's dues payment short due to the tardiness of the pay stubs last year. The accounting has been held and no late charges were applied to these accounts. The property manager and the Board have attempted to collect these amounts to no avail. Thus, the Treasurer proposed that a final notice be sent out to these homeowners that if they do not pay the outstanding balance, late fees will begin on December 16<sup>th</sup>, and will be carried until the payment is made.

### **New Business**

F303 leak. Given to Perez to fix.

H102 screens were done.

C301 still has drip that Perez is supposed to fix.

Discuss carpet cleaning for cabana with Divas. The rug is heavily stained.

Ladies room bathroom still needs fixing.

E building storage area has sewage issues.

H and K building street lights are not working.

### **Manager's Report**

1. Resale certificate was completed for E406.
2. Gallagher's insurance policy is renewing 3/25/2016.

### **Open Issues**

The HOA punch list was reviewed.

#### *Board Issues*

1. **Reserve Study.** Proposal received from Reserve Consultants for \$2,300 to complete reserve study. The reserve study amount includes the site visit which is required by law to occur every 3 years. The Board voted to approve their fee and asked that the study be completed as soon as possible for budget preparation. The contract was signed by the Treasurer.

**2. Budget Discussion.** Discuss meetings for preparing the budget for 2016. Chuck presented new proposed budget for the Board to review. The Treasurer will go through it and report to the Board at the executive budget meeting. Proposed budget increase is 3% to the base dues, which works out to 2% overall. First executive budget meeting scheduled for 11/9/2015.

**3. Annual Audit** – The audit has been completed and will be presented to the Board members to review.

**4. Hardwood floors** – The Board received an email from Condo Law regarding this issue and their findings. Essentially, we can change the rules to allow for allowing hardwood floors in upper floors if they meet certain building code noise restrictions. It does not appear that restricting hardwood floors outright is an enforceable stance the Board can take.

#### *Construction Projects*

**5. Siding project.** All issues with F building and the cabana have been cleared. The 2015 building season is over. The Board has discussed which buildings will be done in the 2016 season. Buildings B and A are scheduled to be done. Building B is primary; Building A will be done if the cost to complete stays within our \$400,000 budget.

#### *Complex Maintenance*

**6. Winterization.** Cosco needs to be contacted to schedule winterization.

**7. Chimney Inspections.** Received chimney inspection report. Exterior inspection was done from roof tops. Only 13 units required cleaning. No signs of any damage. The units were cleaned. **Done.**

**8. Dryer Vent Inspections.** **Done.**

**9. Check fire system.** Reinspection is scheduled for minor issues. HOA given until June of 2016 to repaint the fire lanes.

**10. C Building – polypropylene piping in attic.** Get bid from Perez Plumbing to replace what's there.

**11. C301 leak.** Still waiting for Perez to look at and resolve.

**12. Repaint metal carports.** Divas completed. **Done.**

13. **Missing Inspection Plate** – C building. A homeowner reported that the cover for the water meter was missing. Water company was notified by still have not resolved the issue.

14. **K bldg. dryer vents** – The Divas were hired to clean the vent covers which were found to be too crusted with dirt to be viable. They went and bought new covers for all the buildings that have old dryer vent covers (different ones are being installed when the buildings are being resided). All the covers have been replaced. **Done.**

15. **Security issues** – Wires are hanging, but no other progress.

16. **Sign in picnic area** – **Done.**

17. **Garage roofs** – Inspection report shows that garages are essentially in good shape; however, roof covering will need to be addressed as well as the siding replaced and painted. Chuck will get us bids to do this. Will most likely do the garages over the next couple of years as the siding on the buildings is done.

18. **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. This is to be done in a couple of weeks.

*Jim Bauer Assignments*

19. **All Garages.** Some of the garages have had trim knocked off and need to be replaced and painted. **This has been started.**

20. **D306 door** – door needs to be replaced. Door was damaged during sprinkler disaster.

21. **Change lights in E bldg.** (left over from siding project). Wrong lights were put on. **Done.**

22. **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.

23. **Buildings K, H and D drainage.** Bid is for \$10 to \$15,000. D building was supposed to be done this year, but Jim did not "get to it" in time before the weather changed. Now, this has been postponed until Spring.

24. **Sidewalk wood hand-railings.** Pool stairs outside of H building. Also need to do hand railing from street to cabana.
25. **Sidewalk replacement.** There are some areas of the sidewalks that need replacement. Inspect sidewalks for potential tripping hazards. F building has lifting.
26. **Sloped sidewalk area.** These need to be painted to identify possible tripping hazards.
27. **K bldg. garbage asphalt.** Replace heaving asphalt and flatten out.
28. **D carport damaged.** Need to fix. **Done.**
29. **Hole in H building siding.** Hole has been covered, but siding still needs to be painted.
30. **F202 renovations.** Need to be completed ASAP so can rent out.
31. **Bldg A. Sheetrock for basement.** Still waiting.

#### **Adjournment**

Meeting was adjourned at 8:30 PM by Mark Denton, Board President. The next general meeting will be at 7:00 PM on January 27, 2016, in the Renton Ridge Cabana. There is a joint November/December meeting to ratify the 2016 Budget scheduled for December 9, 2015 at 7:00 PM in the cabana.

Minutes submitted by: Valerie A. Dreas

Approved by:                      Renton Ridge Board