

Renton Ridge Homeowners Association

Meeting Minutes
May 25, 2016

Opening

The regular meeting of the Renton Ridge Homeowners Association was called to order at 7:00 PM on May 25, 2016 in Renton, Washington by Mark Denton, Board President.

Board Members Present

Mark Denton, President
Valerie A. Dreas, Secretary/Treasurer
Lin Buchanan, Member (Absent)
Betty Park, Vice President
Chris Jensen, Member
Shelly Ulrich, Member

Others Present: Colleen Poole of the Management Trust, Julie Stokes from Dustmop Divas, and Jim Bauer were also present.

Discussion of 30 Day Pay

Both Julie and Jim were present to discuss a problem with invoice payment. According to TMT, they are processing payments on a 30 day basis, and all bills must be MAILED to their accounts payable people for processing. Payments are made 30 days after the bill has been entered. No more electronic AP entries. This causes a problem for Jim who needs to be paid by the 10th in order to pay his contractors on the siding project. This also provides a problem for Julie who needs to make payroll as well.

TMT states that they are working on a solution. However, TMT states that they can fast pay if the vendor is willing to pay \$25 for expedited payment. That is not acceptable to the Board. Vendors should not have to pay to be paid in a timely fashion.

Thus, the Board decided that they will pay the \$25 fee for the Divas and Jim Bauer.

Approval of Minutes

The minutes were approved.

Treasurer's Report

There is \$60,183 in AAB general checking. Siding account has \$170,661.

Maintenance reserve account has \$211,165.

Aging report showed a total of \$66,747 in arrears. Our collection attorney is working on several long term accounts to clear up the balances or take back the units.

New Business

Painting of carports. The Divas will start this in June. Julie needs a list of the parking spaces and their owners for notification.

Manager's Report

TMT reported that several past due accounts were paid and we collected about \$11,000. The Board established that any past due amount collected would be split between the siding and general reserve account. TMT was instructed to do so.

Parking Committee

The new Parking Chair, Valerie Dreas, reported on the parking committee actions. There were some issues regarding what parking spaces were available. The Chair coordinated with TMT and got a list of spaces not being paid for. There were 4 spaces identified that could be rented out. There were two spaces not being paid for even though there were vehicles and permits issued. Those were worked out with the homeowners. The reconciliation was accomplished by the end of April.

Starting at the end of April and continuing on, the parking committee began nightly patrols to monitor who is parking in visitors and how often they are there. This report may also serve as an indicator if some parking spaces can be converted to rental spaces. The chair will report in June the findings for the month of May.

The committee had two vehicles towed – one was a stolen vehicle in #150; and another vehicle was abandoned and parked in a resident's space in front of J building.

There were 4 spaces available for rent at the end of May.

Open Issues

The HOA punch list was reviewed.

Board Issues

1. **Annual Audit** – The audit for 2013, 2014 and 2015 were presented. The Treasurer signed the documents. There are a couple of minor things that needed to be corrected. One was noting in the minutes the budget amounts when ratified as well as mentioning any withdrawals from the reserve account.

Second there was a transfer from replacement fund that did not have a corresponding liability and there was an outstanding check from the siding fund that had not cleared in 90 days.

2. **Storage Unit** – TMT requested update on storage units rented to make sure all units were being billed properly. Mark is to follow up on this.

3. **C202 lawsuit** – The Board received the notice of dismissal from the court. The case is closed.

4. **Hardwood floors** – Sample language was presented to the Board for review. The Board requested that wording be added regarding what the allowable noise limits are.

Construction Projects

5. **Siding project.** Notices are being posted June 1st with the homeowners affected. Start date for the project is July 5th. Permits have been received and materials arrive on June 25th.

Complex Maintenance

6. A & B pole lights (as well as pool light). These are faulty and need an electrician to fix. We are contact Illumination for several electrical issues on the property.

7. C Building lights. Need to be repaired. In progress and will be done soon.

8. K dumpster as another mattress and more furniture in E and C building dumpsters. Get Dan to remove.

9. C304 flooring issue. Homeowner/Tenant instructed to get a contractor for whatever work they need to redo. Board will cover the same \$6,000. **Done.**

10. H & K Street lights are out. Illumination is to look at the issue. Will need to dig up the sidewalk area to find the problem.

11. **E Building (and F building) – storage area sewage issues.** Having Perez come and check it out.

12. **F303 leak** – Call Perez to come out.

13. **C Building – polypropylene piping in attic.** Need to coordinate with owners to enter the attic area. Perez is having difficulty with HO's.

14. **Missing Inspection Plate** – C building. City still has not come out to replace.

15. **Security issues** – Chris was informed that if the cameras were not up in pool area before Memorial weekend the pool will not open. This is an issue with safety and liability.

16. **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. Work out replacement schedule or do after all siding is complete.

17. Window Washing – Divas gave bid of \$7,500. The amount was approved by the Board. **Done.**

18. Irrigation System – This is in process.

19. G102 – leak in unit. Our attorney has been asked to draw up the settlement papers. We are waiting for those before giving the homeowner a check for the damages.

20. L building alarms going off. After inspection by Cosco, the cause was determined to be a faulty horn. The horns in the building will be replaced. **Done.**

21. E102 reported that the door number on the door is missing. The Board decided to investigate the cost of replacing all door numbers in light of the siding project.

22. Gym Equipment – the rowing machine has no power and an issue with the treadmill. The 6 months maintenance is due. TMT to contact and schedule to be done. **Done.**

23. A building – cable across the front of building. Apparently one of the cable companies put a cable that wrapped the building before getting to the actual unit it was to service. It is an eyesore. Cable company to be contacted and fix it.

Jim Bauer Assignments

24. **Ground floor of buildings are dirty.** Divas 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.

25. **Buildings K, H and L drainage.** Work in progress.

26. **Sidewalk wood hand-railings.** Measurements have been taken.

27. **Sidewalk replacement.** There are some areas of the sidewalks that need replacement. Inspect sidewalks for potential tripping hazards. F building has lifting.

28. **K bldg. garbage asphalt.** Replace heaving asphalt and flatten out.

29. **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 May 25, 2016, in the Renton Ridge Cabana.

Minutes submitted by: Valerie A. Dreas

Approved by: Renton Ridge Board