

PTCA Board Meeting Minutes

April 18, 2016

The April 18, 2016 PTCA Board Meeting was called to order at 6:00 pm. Board members present were: Ray MacPherson, Kay Lancaster, Ken Wright, Lee Kartes, and Jean Kampen. Also present were Jeanette Fournier (Manager CDC).

Secretary's Report – Motion was made, seconded and approved to accept the minutes of the March 21, 2016 regular Board Meeting. No other secretary's report.

Treasurer's Report – Motion was made, seconded and approved to accept the Treasurer's Report as presented. Windows have been replaced but not paid yet.

Manager's Report – Jeanette reported that we don't need a resolution regarding utility shutoff. It is already in the rules. 501 – update – we found there are 2 liens against the account – they will be released. She was able to collect more than the 6 months of assessment. Call from state elevator inspector to come out. Window cleaning is scheduled. Still deciding on 201. Ken did get bill for repair of the exercise equipment. Met with Eltec Elevator –\$1575/month – elevator maintenance. Technicians are great, but communication is terrible.

Committee Reports

- Rules – No report.
- Maintenance/Landscape – Yard looks nice; trees & plants doing well. Will prune on the lower level. Carpet cleaner has 3 floors left; refuse floors are being cleaned regularly. Water Leak – contractor investigated they identified the problem. They suggested we route and calk around the edge – stay away from the stucco. Ray asked for a quote today. They have already worked on 3 units and they have diagnosed the problem & made a resolution. Not as bad a repair as in 101 with inside and outside damage. Need to use them rather than bringing in a third party.
- Interior Design – Just flowers now; in May go into red/white/blue for Memorial Day, etc. Lobby floors being cleaned next Wednesday & Thursday. Have a bid for drapes but we need to know what we are going to do with the lobby. Floor cleaning is approximately \$1300 – they will mend cracks and deep clean. Hammond Knoll is the vendor.
- Social Committee – Happy Hour not as well attended, but enjoyable for all.
- Security – No report.
- Budget & Finance – Audit is done, taxes paid. Reserve study in process & will be updated when available. Several months before we finish up on that.
- Update on Moves In/Out – One move – in. Every unit sold. 1004 is for sale by owner.
- Bookclub – May 12 – Kristen Hannah – The Nightingale

Old/Unfinished Business –

- Plumbing and Drain Company – email vote Memorialize to have P&D Company install the cleanouts in P2; work has started – cost is \$2681.82. Email vote was previously taken and was passed unanimously.
- P&D Company – move to accept the clean out contract of \$2250 plus tax; motion made, seconded & passed.
- Elevator Information – Simplex Grinnell on the same page.
- Annual Fire Inspection – speaker in 503 left to install. Simplex Grinnell & Tyssen Krup to get the fire phones working. Ken and Jeanette will stay on top of this.

- Memorialize – action without a meeting to clean the lobby floor; cost is \$1389.29. TV has been purchased but not mounted on the wall yet. It came in under budget by \$100.

New Business

- We engaged Associated Earth Sciences (AES) to come and evaluate the situation on the back wall. Our concern is that it is the result of the bridge work. AES evaluated and provided a report for us. There are deficiencies in the original wall and there has wall movement. The cause is not the bridge. It appears the movement has been ongoing since the beginning. The blocks are there, but have minimal integrity. The engineer said the risk is decreasing over term; does not believe the wall is in immediate danger of falling over. Weather dependent – there is a chance of failure but building would not fall over. No immediate need to correct now, but will need to repair at some time. Arnold has been doing minor repair of some of the holes. Suggestion: engage AES for another \$2000 to prepare a Request for Proposals (RFP) to repair the wall; the RFP will include specifications in order to request quotes for wall repair. An RFP will show what will be needed, including all the engineering work. Move that we engage Associated Earth Sciences Inc., 911 – 5th Avenue, Kirkland for a time and expense contract not to exceed \$2000 for Soldier Pile Wall specifications. Moved, seconded and passed.

Announcements

- Newsletter – Getting cigarette butts on the red roofs.
- Window washing May 30-31

Open Forum –

- Address the proposal of the Methanol plant. Write a letter to Mayor or send someone to the meeting.
- Window Washing – before Thanksgiving and after Easter.
- Any ideas for cleaning deck part? When the bridge is completed, the entire building will be washed – that might be a good time to clean the decks prior to that cleaning.
- Lobby Floor – thought of putting more of a durable floor in?
- Congratulations to Kay and Goodwill! It was a successful day.

Motion, seconded and approved to move into Executive Session as 7:05 pm. Returned from Executive Session at 7:45 pm.

Motion to purchase 15 HVAC hall model #124 units (the correct ones) at a cost of \$690 each including and freight funded from reserve account. To be paid by Ken and reimbursed upon proof of payment. Motion, seconded & approved.

Motion to sell the 15 HVAC Amana Model #123 units (the ones purchased in error) in whatever way we can in surplus to our needs; all revenue will be returned to reserve fund. Motion, seconded & approved.

Moved to adjourn at 7:49 pm.

Respectfully submitted,
Jean Kampen, Secretary