

PTCA Board Meeting Minutes

February 27, 2018

The, PTCA Board Meeting was called to order at 6:00 pm by President Ray MacPherson. Board members present were: Ray MacPherson, Ken Wright (via phone), Lee Kartes, Gary Brackett, Jean Kampen, and Denise Rasmussen from Management Trust.

Secretary's Report – The minutes from the January 15, 2018 regular Board meeting were read; motion made, seconded and approved to accept as read.

President's Report – No report.

Secretary's Report – Nothing more to add.

Treasurer's Report – The treasurer's report was given. Motion made, seconded and approved to accept Treasurer's Report. There is a minimal amount of dues past due; no units over \$1,000 in arrears. 2018 reserve funds spent - \$1750 for lights.

Wall – Expenses for the NE Wall paid through 1/31/18 (including 2016, 2017) have amounted to \$47,707; by the end of February we will have paid \$331,000. Still owe \$21,000 to DBM. There will be one more inspection; and some consulting fees yet to come. Total estimated expense for the NE Wall will be around \$405,000 – a little over the amount anticipated. Shortfall will be accounted for in next year's budget.

Manager's Report – Glitch in ACH pulled out; some ACH were not up-loaded but all resolved by the end of January. Feedback of elevator inspection – TK representative waiting for 'verification' from her boss for our inspection. Not a lot of moving action. A few parking violations and parking decal issues. Elevator lobby button was replaced. New insurance company that made some recommendations for washer hoses and BBQ grills. Helped a lot of homeowners with balances – especially assessments.

Committee Reports

- Maintenance/Landscape – Arnold is now going to do buffing the elevators, lobbies, refuse rooms. Big issue – people dumping food into the blue bins.
- Social Committee – St. Patty's Day. It was reported Donna Arias in Unit 103 is wanting to join the committee.
- Interior Design – St. Patty's Day is here.
- Security – Nothing to report. Someone did break into the pressurization room near where the real estate boxes are kept. They got into the stairwell, but didn't get into the building. Also had issues with the roll-up garage door.
- Budget & Finance – Everything turned into the auditor; taxes should be done soon.
- Update on Moves In/Out – 1 move-in, 1 move-out; none scheduled; 6 furniture moves; contractor deliveries 3.
- Book Club – Thursday, March 1st. The Tea Girl of Hummingbird Lane by Lisa See. The following book by Roxanne Gay called Hunger will be discussed April 12th.
- Newsletter – Flyers have been effective about red cart etiquette.

- Governmental Affairs – Picture of architectural drawing for the new South Sound 911 Building. Construction will start first quarter 2019. Picture is on line if anyone wants to look it up at SouthSound 911.org
- Rules – No Report.

Old/Unfinished Business

- Elevator Permits – Board and Management Trust have worked for months sorting this out.. L&I did inspection and found deficiencies in 2016. The elevator company did not take care of these. There were issues in mailing from L&I (they had the incorrect address); Denise has now gotten the addresses corrected. L&I thought we were just not responding and turned it over to collection. MT did not pay the operating permit; they are accepting responsibility for the Operating Permit Penalty of \$429. Former Manager Jeanette negotiated with TK a ‘no charge’ repair for one of the deficiencies. The estimated cost was \$8299. The repair was done by TK in August 2017. TMT and TK have contributed to resolution of fines, penalties, and interest. There are new protocols in place for future inspections. Costs we incurred: penalties, interest and fees (to L&I and collection agency) of \$5150. We are receiving \$429 from TMT. Net financial gain of \$3,577. Currently neither the association nor TMT have any recourse against the Dept. of L&I or the collection agency. No legal remedy we have – it would cost us more. Everyone was to blame – not just one party. Moved, seconded and approved to accept the 2016 Elevator Inspection and Penalty Recap as presented and take no further action.
- NE Wall Up-date – Have heard the financial portion – pretty much on target. Spring 2015 – issue identified on the NE corner wall. Needed structural engineer to give bid on repair. Board approved the wall to be installed inside the existing wall. The thought of steel straps were considered by not included in the plan. The straps would not prevent any further settlement and would not give any benefit. It was disclosed in January that DBM would not use steel straps. Ken asked the structural engineer and they showed no value to them. What they are doing is controlling settlement from behind the wall. After the wall is completed, the removal of blocks could occur because the driveway will be stable. There may be a time in the future when the blocks may need to be taken out; this was disclosed in the October 2017 meeting. The removal of those blocks will go into the Reserve Study so if they need to be removed, we will not have to have a special assessment. That guesstimate would be significantly lower than adding it to the expense of the current job. We are waiting for concrete tests (7, 28 and 45 day) then the City needs to inspect, then we wait for 2 days of dry weather.

New Business.

- Exercise Equipment – Moved, seconded, and approved to purchase a True PS100 Recumbent Bike from the Fitness Outlet Center for \$2079.78, including removal of old machine, delivery & set up, and sales tax, to be funded from the Reserve Account; the current one is not repairable. Mercury Fitness is the repair company we have used before. Treadmill – the older one: the display no longer works. We have gotten a quote \$108.93 to fix to be funded from Operating Account. Moved, seconded and approved to proceed with this repair.
- Letter from Insurance Company – letters were mailed to all owners/renters regarding BBQ grills and washing machine hoses..
- Window/Roof Cleaning Vendor – Moved, seconded, and approved to accept 2018 window and red roof cleaning from NW Green Coat. Spring expense for windows and red roof - \$4,564; fall expense for windows only \$3,738. We had contracted with NW Windows, but their bid for 2018 was considerably more because they were going to require bringing in a lift at an expense of \$2700. NW Green Coat does pressure washing which the other company did not do. They are easy to work with; very responsive.

Announcements

- Fire inspection done – did not get all units. We have some defects to fix – should happen in the next couple months. Sprinkler reminder – when painting – be careful when painting around the sprinkler head – for Newsletter. Next year we will post notices about the brown water.
- Dates soon for window washing.

Open Forum

- Can we have real estate open houses? Or estate sales? Last Saturday and today there were open houses. They need to be well structured, including monitoring the entry way.

Motion, seconded and approved to move into Executive Session at 7:12 pm to discuss personnel and other issues and for a Hearing.

Returned from Executive Session at 8:06 pm. There was nothing to vote on or report from Executive Session.

Move, seconded, and approved to adjourn at 8:08 pm.

Respectfully submitted,
Jean Kampen, Secretary