

Somerset Creek Condominium Owners Association
Board of Directors Meeting
August 23rd 2016
Unit 18

1. **Call to Order:** 7:00pm
2. **Attending**
 - Arnold Mannering (President)
 - Angela Mashlan (Vice President)
 - Calley Copeland (Secretary)
 - Clay Copeland (Treasurer)
 - Nancy Stewart (Member at Large)
 - Luiza Limona (Morris Management)
3. The minutes of the meetings held on 6/20/2016 were approved.
4. **Homeowner Forum**
 - a. Unit 14 and 31 owners were present to discuss the removal of the Linden tree's surrounding their homes. The board will arrange for an arborist from Heritage Tree Care to inspect the tree's to determine what should be done.
 - b. Unit 24 home owner expressed building clearance concerns with the tree's behind their unit. The board will ask Heritage Tree Care to address these concerns.
5. **Presidents Report**
 - a. No new business to report.
6. **Treasurer's Report**
 - a. No new business to report.
7. **Managers Report**
 - a. Morris Management has started preparation for 2015 Financial Audit with CPA, Andrew McAlister's office.
 - b. Several maintenance items were attended to by Affordable Handywork based on site inspection perform at the end of July (damaged downspouts, unit 15 french drain, bended gutters, missing downspout extensions, damaged vinyl fence, etc).
 - c. Contacted Sprague pest control company for wasp nest removal at Unit 31.
 - d. Compliance & Rental Issues:
 - i. None to report.
 - e. Delinquency issues:
 - i. No Accounts in collection.
 - f. ACC Issues:
 - i. None to report.
 - g. Rental Status:
 - i. Somerset Creek is limited to 10 rental units. Currently, 9 units are rented.
8. **Unfinished Business**
 - a. Community Bylaws; The board obtained the missing pages of the community governing documents from a home owner and the website documentation has been updated.
 - b. Pressure Washing; Affordable Handywork has started the pressure washing project of the exterior buildings.
 - c. Unit 9; Affordable Handyman has completed the repair of the rotten beam post.
 - d. Unit 33 & 34 Drainage; Morris Management has asked Perma Dry Waterproofing & Drainage Inc. to provide a drainage remediation proposal. Additionally, a consulting engineer firm with construction defect expertise has been asked to evaluate and provide a written scope of work. Amento Group was selected to perform the inspection and focus

on the condition of the crawl spaces, waterproofing at footings and footing drains. The home owners have been informed of this.

- e. Asphalt Repairs; Rainier Asphalt's proposal for asphalt repairs at units 10, 18, and 34 was approved and work has begun.
- f. Tree Removal; Heritage Tree Care will be on site the week of August 29th to perform several tree removals, pruning, and thinning.

9. **New Business**

- a. Unit 33; The home owner expressed the need for additional attic ventilation. The board asked Luiza to arrange an inspection by Astoria Construction, and a quote for the installation of additional ventilation.
- b. Unit 4; Affordable Handywork has been contacted to reattach siding which fell for a second time after the pressure washing.
- c. Unit 38; Home owner provided an ACC form for the replacement of a bay window. All documentation was provided and the board approved.
- d. Unit 5; This unit recently sold and the new owners will not be able to take possession immediately. A request was made in writing to allow the current renters to remain in the unit. Somerset Creek is currently below the rental cap and the board approved the request.
- e. Sprinkler System Repairs; The board recently performed an inspection of the irrigation system with Condo Grounds. Several items are in need of repair including sprinkler heads, and the display to a control unit. All repairs were approved by the board.
- f. Blackberry Removal; The board is waiting to hear back from Condo Grounds regarding helping with the removal and management of blackberry bushes in our park area.
- g. Garage Door Painting; The board discussed repainting the garage doors. This will be evaluated for 2017's budget.
- h. AGM; The 2017 Annual General Meeting will take place on Thursday, January 5th at the Newport Way Library.

The next board meeting will take place on Tuesday, November 1st, 2016 at unit 18. There being no further business, the meeting was adjourned at 8:00PM.

Calley Copeland, Secretary.