

Somerset Creek Condominium Owners Association
Board of Directors Meeting Minutes
August 21, 2018
Unit 12

1. **Call to Order:** 7:00pm
2. **Establish Quorum**
 - Arnold Mannering (President)
 - Angela Mashlan (Vice President)
 - Tiffany Reimer (Secretary)
 - Nancy Stewart (Member at Large)
 - Luiza Limona (Morris Management)
3. **Board Minutes** – Board minutes from June 26, 2018 were approved.
4. **Homeowner Forum**
 - a. Unit 31 – Consultation on garage door frame modification for garage door replacement. If an owner needs to modify a structural element of the unit, an Architectural Control Committee (ACC) form needs to be completed and submitted to gain approval of the requested modification.
5. **Treasurer's Report**
 - a. Not Present
6. **Manager's Report**
 - a. Manager's narrative package was received.
 - b. 2017 draft financial audit was submitted to Treasurer to review and sign, along with the President.
 - c. Submitted request to the City of Bellevue Utility Department for an adjustment due to a leak to meter #73228814.
 - d. Site visit will be performed on 8/22/18
 - e. Compliance report: compliance report provided
 - i. None to report.
 - f. Delinquency issues:
 - i. No Accounts in collection.
 - g. ACC Issues:
 - i. None to report.
 - h. Rental Status:
 - i. Somerset Creek is limited to 10 rental units. Currently, 8 units are rented.
7. **Unfinished Business**
 - a. Unit 14 - Affordable Handywork was contacted to investigate reported gutter issues. Both upstairs and the first floor gutters were clean and no repairs were needed.
 - b. Multiple areas - Affordable Handywork was contacted to address several bees nest and fill cracks in the siding. Sprague Pest control will not spray any material without a clear location provided.
 - c. Newport Way – received tree removal notice from PSE and information was communicated in the community grill out flier.
 - d. Irrigation – Several reported issues were addressed by Condo Landscaping.
 - e. Unit 8 and Unit 7 - Affordable Handywork was contracted to investigate possible water intrusion and crawlspace moisture coming from common areas lacking drainage support. Inspection was completed after 2 weeks of no rain. Reported Unit 7 had no visible water intrusion under the vapor barrier. Reported Unit 8 had minimum water next to front entrance and no water in crawlspace. There are three pumps currently in the area which seem to properly work as no water or moisture was identified. Due to the lower location of unit 8,

water is present in front of entry most likely due to underground water traveling towards the lowest point. Luiza to confirm if GeoTech Company was consulted.

8. New Business

- a. Discussed tree trimming, pruning and removal of dead trees by the creek.
- b. Reported thefts - Homeowners are encouraged to secure units and personal property.
- c. Sport Court / Picnic Area – Due to damage, the gate may need to be locked to prevent non-residences from using the area.
- d. Walkway to Units – Owners are responsible for keeping the sidewalk to their unit clean and free of moss, maintaining their courtyard, and the strip of garden along the sidewalk. Site visit will be conducted on 8/22/18 and letters will be sent to residents if action is needed.

The next board meeting will take place on Tuesday, October 23, 2018 at Unit 18. There being no further business, the meeting was adjourned at 8:00PM.

Tiffany Reimer, Secretary