

Somerset Creek Condominium Owners Association
Board of Directors Meeting Minutes
October 23, 2018
Unit 18

1. **Call to Order:** 7:00pm
2. **Establish Quorum**
 - Arnold Mannering (President)
 - Angela Mashlan (Vice President)
 - Tiffany Reimer (Secretary)
 - Clay Copeland (Treasurer)
 - Nancy Stewart (Member at Large)
 - Luiza Limona (Morris Management)
3. **Board Minutes** – Board minutes from August 21, 2018 were approved.
4. **Homeowner Forum**
 - a. Unit 31 – Second consultation on garage door frame modification for garage door replacement. The association governing documents say that if an owner makes a change to the unit and it is not an exact replacement, then that is considered a “modification”. 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. 2019 recommended budget was approved by the board.
 - b. Morris Management will mail out budget information to the homeowners and the details for the ratification meeting (optional for owners to attend).
 - c. Chase Bank CD matured on June 27, 2018 and was deposited into the Chase account.
 - d. Discussed budget to date and projection through end of year.
 - e. Maintenance Budget – recommendation to maintain allocation for 2019.
 - f. Office Fees – no increase. Individual owners will be charged for fees associated with a purchase or refinance.
 - g. Insurance – plan for 2-3% increase in 2019.
 - h. Utilities – plan for 5% increase. Water and sewer fees increased in 2018, however water usage decreased.
 - i. 2019 HOA Dues will be increased 3%.
6. **Manager’s Report**
 - a. Manager’s narrative package was received.
 - b. Filled out and submitted the Request for Leak Adjustment from the City of Bellevue utility department due to leak at meter #73228814.
 - c. Always Testing performed the backflow testing of the irrigation system. System devices have all passed and report was sent to the City of Bellevue Quality Control Department.
 - d. Unit 43 – Fence repair project completed for broken fence posts and rotten wood.
 - e. Updated towing contact info with Lincoln Towing as previous company is no longer in business.
 - f. Security, theft, and pet fliers were provided to the board for review. The fliers will be included as part of an upcoming notice.
 - g. Compliance report: compliance report provided
 - i. None to report.
 - h. Delinquency issues:
 - i. No Accounts in collection.
 - i. ACC Issues:
 - i. None to report.
 - j. Rental Status:
 - i. Somerset Creek is limited to 10 rental units. Currently, 8 units are rented.

7. Unfinished Business

- a. Unit 31 – Drainage issue reported not resolved at the back garage door.
- b. Unit 7 – ACC was approved for heat pump mini-split installation.
- c. Unit 35 – ACC was approved for a deck replacement and extension.
- d. Unit 35 – Affordable Handywork performed repairs for buckling siding.
- e. Sport Court / Picnic Area – Due to damage, the gate may need to be locked to prevent non-residences from using the area. The gate may need to be updated to add a locking device.
- f. Discussed timing and needing bids for tree trimming, pruning and removal of dead trees by the creek.
- g. Unit 8 and Unit 7 - Affordable Handywork was previously contacted to investigate possible water intrusion and crawlspace moisture coming from common areas lacking drainage support.

8. New Business

- a. Unit 8 and Unit 7 – Reviewed quote to add and fix blocked drainage around building. Luiza to obtain 2 additional quotes for comparison.

The 2019 Annual General Meeting will take place on Monday, January 7, 2019. Luiza will contact Newport Way Library to reserve the meeting room and mail notices to owners.

The next board meeting will take place on Tuesday, January 24, 2019 at Unit 18. There being no further business, the meeting was adjourned at 8:00PM.

Tiffany Reimer, Secretary