

Somerset Creek Condominium Residents Association  
Annual General Meeting  
January 7th, 2019  
Newport Way Library  
14250 SE Newport Way  
Bellevue, WA 98006

1. Call to Order 7:00 pm
2. Luiza Limona stated that the owners present together with proxies constituted a quorum.
3. Approval of the Minutes for the Annual General Meeting held on 01/17/2018
  - a. Unit 49 Peer M. proposed acceptance of the minutes.
  - b. Unit 24 John S. seconded the motion, which was passed unanimously
4. Reports of the Officers
  - a. President's Report
    - i. Resident Information Updates: Please provide any changes of vehicle or renter information to Morris Management through Luiza Limon [llimona@morrismmanagement.com]. It is important to have a current "Homeowner Information" form on file at Morris Management. The Resident Information Sheet is available under Community Documents on [www.somersetcreek.net](http://www.somersetcreek.net).
    - ii. Association ACC Request Documentation: Thank you to homeowners who have submitted applications with full project details, drawings, necessary permits, and a signed form holding the association harmless in the event of any problems arising from the changes, because so much of our property is held in common and we have to protect the interest of all homeowners. See the ACC Guidelines under Community Documents on [www.somersetcreek.net](http://www.somersetcreek.net).
    - iii. Parking: A reminder to all homeowners to review the rules and regulations regarding parking in visitor spots. Only board members can post warnings. Please inform the board of violators and include license plate numbers with your submission. For Vehicle Parking information, see House Rules & Regulations under Community Documents on [www.somersetcreek.net](http://www.somersetcreek.net).
    - iv. Rental Cap: A reminder regarding the rental cap amendment. All rentals must have written approval. See the Rental Cap Amendment under Community Documents on [www.somersetcreek.net](http://www.somersetcreek.net) and/or contact Luiza Limona regarding questions and inquiries. Officially 8 units are rented and there is 1 additional home that has been rented without prior permission. A cease and desist order was sent to the home owner to evict the tenant unless the home owner submits proper paperwork and is granted approval by the board.
    - v. Insurance Update: At the beginning of 2018 we renewed our insurance policy.
    - vi. Foreclosures & Delinquencies: The member assessment receivable (delinquencies) are \$0. Total delinquencies of less than 5% of the annual budget are one of the indicators of a financially healthy Association. Currently Somerset Creek has no delinquencies.
    - vii. Reserve Study: The reserve study for 2018 was completed.
    - viii. Fire Extinguishers: The Bellevue Fire Department carried out the annual inspection and permits for all of our fire extinguishers were renewed.
    - ix. Annual Backflow Testing: Back flow testing performed and submitted to the City of Bellevue
    - x. Pest Control: Terminated the contract with Sprague Pest Control. Trugreen will perform annual insect control treatments and spray for aphids.
    - xi. Roof Moss Treatment: Annual roof moss treatment was performed by Affordable Handywork. If you observe any moss on our roofs, please report it immediately.
    - xii. Tax Return: The 2017 tax return was filed and the 2018 financial audit is being finalized by our CPA, Andrew McAlister.
    - xiii. Major Projects: Completed painting of all large garage doors.
    - xiv. Light Repairs: Completed cleaning of gutters and downspouts, flood light repairs, and several irrigation repairs and improvements to the system. The rotten fence by Unit 43 was replaced.

- b. Treasurer's report
  - i. For a detailed report, please reference the financial presentation.
  - ii. 2018 Budget Performance: A recap of the 2018 budget was presented.
    - Utilities were \$3,460 over budget, due to fixing an underground water leak.
    - Maintenance was \$12,909 under budget.
    - Administration was \$434 under budget.
    - Insurance was \$533 over budget.
    - The 2018 allocation budget was \$317,570, including reserve contributions. Actual allocation was \$308,220.
  - iii. 2019 Budget Overview: The 2019 budget includes a 3% increase in dues. The rate increase reflects a 5% increase in reserve contributions.
  - iv. Reserve Study Update: The "Reserve Fund" funds major maintenance, repair, and replacement of common elements, including limited common elements that will require major maintenance, repair, or replacement within thirty years. A fully funded reserve balance for Somerset Creek is \$1,474,490. As of 12/31/2018, Somerset Creek had a total of \$483,552 in reserves. Somerset Creek is currently 32% funded and is considered "Adequately Funded".
5. Election of Directors
  - a. Open Positions
    - i. The terms of Tiffany, Angela and Clay expired at this AGM. Tiffany and Clay both agreed to run for the 2019/2020 term.
    - ii. There were three additional volunteers, Danielle (Unit 23), John (Unit 24) and Karen (POA of Unit 35), who completed applications to serve on the board. Under the community's governing documents, only owners of condominium units may serve on the Board. The term owners means those on the deed with a fee title interest, in addition to those who are purchasers under a real estate contract. For more information, see "Who can serve on the board?" under FAQ on [www.somersetcreek.net](http://www.somersetcreek.net).
    - iii. Tiffany, Clay, and Danielle were elected to serve a 2 year term.
6. Unfinished Business
  - a. None to report.
7. New Business and Questions
  - a. Unit 35 POA – Questions regarding window replacement and home owner responsibility was discussed. Window replacement is included in the reserve study to be replaced in conjunction with the required replacement of the siding based on recommendation of the analyst conducted for the reserve study. Home owners are responsible for the maintenance of the windows in the unit.

There being no further business, the meeting was adjourned at 8:20PM.  
Tiffany R., Secretary.