

Somerset Creek Condominium Owners Association
Board of Directors Meeting Minutes
December 09, 2019
Unit 12

1. Call to order: 7:05pm
2. A Quorum was established
3. Board Minutes - Board minutes from September 16, 2019 are approved.
4. Homeowner Forum:
5. Treasure's Report:
 - a) Nothing to report
6. Manager's Report:
 - a) 2018 Final Audit was received from CPA
 - b) Signed Engagement letter for 2019 financial audit was sent to CPA
 - c) Budget was approved by the board and Budget Ratification meeting was scheduled. Budget ratification mailer was prepared, budget was ratified.
 - d) Received confirmation from the bank of address change for the State Farm statements. The statements will be mailed out to Clay's address.
 - e) Scheduled Meeting Room at Library in Newport Way for Wednesday, February 19, 2020. Mailer will be sent at the beginning of January 2020. Received the final 2020 reserve study report.
 - f) Rafel Law group had provided clarification on crawlspaces and garage responsibility to maintain/repair/replace/etc
 - g) Affordable Handywork was contacted to address a number of maintenance items. The exterior emergency lights were replaced, the sink hole was completed and gutter cleaning/moss treatment was completed as well.
 - h) Backflow testing was completed by Always Testing to irrigation meter located on SW corner of 4234 144th, Assembly Febco, HB63058 and meter located on SW corner of 4221. Both valves passed the initial test, no repairs needed to the backflow device. Reports were sent to Water Quality Control Dept, at City of Bellevue Report.
 - i) ACC Approval letter was sent to 4256 to install a French drain and windows
 - j) Caliber software transition transition and Premier Bank data entry – Data entry is processed for the community's financials, vendor info, residents' accounts due to the new software and banking change.
 - a) Compliance report:
 - a. None to report
 - b) Delinquency issues:
 - a. No accounts in Collection

- c) ACC Issues:
 - a. None to report
- d) Rental Status:
 - a. Somerset Creek is limited to 10 rental units. Currently, 8 units are rented.

7. Unfinished Business:

- a. Run off from Newport Way Drainage – called City of Bellevue and they will look into this.
- b. 2018 Financial Audit
- c. Budget Preparation and ratification
- d. Annual Meeting
- e. Affordable Handywork to do list

8. New Business:

- a. 4207 Tree Trimming in the common area near the unit was approved by the board and paid at owners' expense
- b. Re-gravel pathway towards sports court
- c. Discussion for board
 - i. Maintenance of deck and patios along with fencing that is part of deck painting and/or power washing
 - ii. Maintenance and power washing of front sidewalks-many of need of power washing. They are covered of moss which creates a dangerous slip and fall situation.
 - iii. Maintenance of front courtyards – many full of weeds, debris, etc. They need to be maintained for appearances to the complex
 - iv. Crawlspace and interior part of garage responsibility of homeowner

The next board meeting will take place on June 4 2020. There being no further business, the meeting was adjourned at 7:55 PM.

Danielle Brzusek, Secretary