

Somerset Creek Condominium Owners Association  
Board of Directors Meeting Minutes  
August 4, 2020  
Zoom Meeting

1. Call to order: 5:04pm
2. A Quorum was established
3. Board Minutes - Board minutes from June 4, 2020 are approved.
4. Homeowner Forum: None Present
5. Treasurer's Report:
  - a) The reserve account has been changed back to Chase Bank account. The reserve account had recently moved to Pacific Premier Bank.
6. Manager's Report:
  - a) 2019 Draft Audit was received and provided to the board. Pending
  - b) 2019 tax return and extension was received from CPA. The extension reflects a payment due of \$500, which was deposited. For the 2020 tax year, make quarterly estimated payments of \$425 per quarter.
  - c) Started working on the reserve study report.
  - d) Astoria Construction has started repairs to 4256 144th based on report received and per Board's approval. Completed.
  - e) Annual Fire Extinguisher inspection was completed to all 42 extinguishers.
  - f) Affordable Handywork completed downspout and gutter repairs 4206 and 14305.
  - g) Sprague Pest Control was contacted to proceed with bees spraying at several units and in common areas when bee activity was noted.
  - h) No accounts in collection. The member assessment receivable (delinquencies) are \$0. Currently Somerset Creek has no delinquencies.
  - 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. Sinkhole; This project is ongoing and cost is not finalized yet. ProVac has been contracted to perform Hydro Excavation and disposal of the storm drain sediments and rocks. After this service is completed, Dirt-Tec will be able to reassess the complete damage to the drain.
- b. Park Gravel Pathway; The repaving of the gravel path through the park will be completed during August. Cost estimates are roughly \$4,000 for materials and labor. Affordable Handyman will complete the work.

8. New Business:

- a. Tree trimming; The Linden trees annual trimming will be completed by Eastside Land Care in the coming weeks. A site visit with a certified arborist will be scheduled for the month of August.
- b. Maintenance request petition; Several home owners submitted a maintenance request petition to Morris Management and the board for the following items.
  - i. Walking Path: Visitor Parking to Bridge. This path has not been addressed due to a possible releveling of this area to allow for better drainage. This project has been tabled and the path will be graveled during August or September.
  - ii. Bridge Between Complex and Park; The work has been completed.
  - iii. Sports court; The work has been completed.
  - iv. Potholes in the park; The work has been completed.
  - v. Walking Path: Bridge to Gate. This will be completed during August or September.
  - vi. Picnic Area moss. This will be added to future pressure washing maintenance request.
  - vii. Plant overgrowth throughout the park. Bushes are cut back from the pathway. There are no plans to remove the wild nature areas that have always existed. The grass areas will be maintained.
  - viii. Park creek overgrowth. There are no plans to remove the wild nature areas that have always existed.
  - ix. Park fence. The fences around Somerset Creek are not cleaned. Thank you for pointing out the broken boards.
  - x. Plant Overgrowth into Community Roads. Bushes are planted to cover utility boxes. No issues with this bush have been reported.
  - xi. Siding Maintenance - Moss Removal. This is performed as needed and it is due.
  - xii. Old cedar fence. This fence has never been painted but will be added to a future work order.
  - xiii. Rain gutters. The gutters are addressed twice per year. Once in December after all of the leaves have fallen, and also during August before the rain starts.
  - xiv. Mailboxes. The mail boxes will be updated with the siding.
  - xv. Wasp nests. All requests to address wasps nest have been completed. Somerset Creek does not have a unit address of #1441.
  - xvi. Dryer vent maintenance. Dryer vent cleaning is performed by the HOA on a 2 year schedule. This will be completed during 2020. Last service was during 2018.

The next board meeting will take place on October 13, 2020. There being no further business, the meeting was adjourned at 5:48 PM.

Danielle Brzusek, Secretary