

MINUTES
KIRKLAND CENTRAL OWNERS ASSOCIATION
BOARD MEETING
May 13th, 2009

Date and Time: Pursuant to Article 3 Section 3.7 of the Kirkland Central Association, a regular of the Board were held on May 13th, 2009, at 6 pm at the Kirkland Central lobby, 211 Kirkland Ave, Kirkland, WA 98033.

Officers: The President, Marna Hanneman, opened the meeting at 6:00 pm. Secretary, Greg Peszek, was present to record the meeting.

Quorum: The following Board Members were present:

Marna Hanneman – President

Greg Peszek - Secretary

Bill Anspach – Member-At-Large

Andrew Person – Member-At-Large

Sally Barkley – Facility Manager

Suhrco Residential Properties, LLC: Jean Norberg

Absent: The following Board Members were absent:

Melissa Lising – Treasurer

Stan Hill – Vice President

Bob Dodson – Member-At-Large

Call to Order:

The meeting was called to order at 6:02 pm.

Committee Reports:

Update on rental cap progress: submit to Coe recommendations for redraft and response from John Coe. Action item for Jean and Eric to follow up with Coe to determine the pros and cons of each avenue for the grandfather clause and will update over email.

President's Report:

Update on Kirkland development and Kirkland City Council elections. Nothing new to report under President's report, all items are under old/new business and other reports.

Secretary's Report:

Marna Hanneman made a motion to approve the April 2009 Board meeting minutes. Greg Peszek seconded the motion which was unanimously approved.

Treasurer's Report:

Operating Funds	\$ 6,790.63
Security Deposits Held	\$ 0.00
Petty Cash (included in Operating Funds)	\$ 500.00
Reserve Funds – WAMU Common (58.3%)	\$ 56,904.97
Reserve Funds – WAMU Residential (41.7%)	\$ 40,445.31
Reserve Funds – Banner: Common (58.3%)	\$ 64,142.00
Reserve Funds – Banner: Residential (41.7%)	\$ 45,858.00
Insurance Reserve Funds: Frontier Bank	\$ 59,089.28

Outstanding Financial Commitments:

\$1,900.00	Criterion-Pioli Engineers- Bldg Envelope Report
\$4,412.25	April Insurance Reserve transfer
<u>\$5,000.00</u>	April Replacement Reserve transfer
\$11,312.25	

Delinquencies over 30 days:

\$10,220.42 – See Aged Delinquency Report for details

Facility Manager's Report:

- The Facility Manager's report was distributed to the board members.
- Garage cleaning – Marna suggestion to wait until the envelope study is complete.
- P1 cart: still unaccounted for
- New carpet and tile for parking entrances
- Comcast outage credit request for 4/14-4/23: #OE010924609
- Verizon update: using extra cable room space on 3rd and 5th floors to house equipment. 2 months out estimated timeframe.

Property Manager's Report:

- The Property Manager's report was distributed to the board members.

- Operations manual 1st two sections draft complete as well as maintenance checklist.
- Building envelope investigation: Rick Beal response to Criterium Pioli study. Jean to investigate the possibility of refunding the down payment. Requested fee schedule for Rick Beal.
- Follow up with Eric with the summary of the rental cap survey.
- Removal of invoice for Sundberg, recommend sending a letter as well.

Old Business:

- Update on Dan Say's involvement with garage repair.
- **Motion by Marna Hanneman to approve the Continental scope of work agreement regarding the garage shoring pending Dan Say's approval, seconded by Andrew Person, unanimously approved..**
- Deck drainage to be looked at under the envelope study, no new drainage issues reported since last month.
- Insurance renews in October which will be the end of year 2 with Bell-Anderson.

New Business:

- Window Washing - Bids for window washing \$3,973 in total, concern about "accessible by tenants", amended by Marna to remove clause.
- Filter Cleanings – Gasline Mechanical recommends upping filter cleaning to every 2 months from every 3.
- New Carpet - New carpet in common area entry halls and discussion about changing to tile. Request to get a bid for tile.
- South Side Unit Fencing - \$4,400 for two gate covering 3 units or a single gate for 2 units. Unit owners have been concerned about recent activities and security concerns. Area is a limited common element between the 3 units. Ask from the board to follow up with the exact specifications for a fence. Discussion about filling in the space with a similar concrete wall.

Homeowners' Forum:

- Questions about the garage shoring and envelope study and any additional information that has come up, there has been none.
- Condo fire insurance policy request, is on the web site. Direct insurance agents to contact Carmen at Bell-Anderson.

Adjourn: There being no other business, a motion was made, seconded and unanimously approved to adjourn the meeting at 7:16 pm.

GREG PESZEK, Secretary

MARNA HANNEMAN, President

Date:

Date: