

Thursday, April 10, 2008

Board of Directors			Staff	
A	Linda Herold	Phase 1	P	Lance Mann, Yates, Wood, & MacDonald
	Vacant	Phase 1	P	Aaron Ledvina, Interim On-Site Manager
P	Lew Cox, President	Phase 2		
P	Mark Alenick, Vice-President	Phase 2		
P	Kim Rivard,	Phase 3		
E	Rachelle Coe, Secretary	Phase 3		
P	Don Hilt, Member At Large	Phase 3		

Meeting Attendance: P=Present, E=Excused, A=Absent

Homeowners Present: Not Recorded

Call to Order: The meeting was called to order by the President at 7:02 P.M.

Special Report:

Annual Meeting Attendance:

Of the 201 units at Tall Firs, 53 homeowners attended the March 27, 2008 Annual Meeting in person, 35 homeowners submitted Instructed Proxies, 83 homeowners submitted Proxies for Quorum Purposes Only, 29 homeowners failed to attend or submit a proxy and 1 unit represents the resident manager's unit (non-voting).

Annual Meeting Election Results:

Joan Lechter was elected to a 2 year term from Phase 1. Dottie Manfred was elected to the unexpired 1 year term vacated by Patrick Resch from Phase 1. Mick Crawford was elected to a 2 year term from Phase 2. Kim Rivard was re-elected to a 2 year term from Phase 3. Phyllis Hilt was elected to a 2 year term as Member-at-Large.

Election of Officers:

Kim Rivard was elected President. Phyllis Hilt was elected Vice President. Rachelle Coe was elected Secretary. Dottie Manfred was elected Treasurer.

President Lew Cox turned the meeting over to new President Kim Rivard. The homeowners present thanked Lew for his many years of faithful service to Tall Firs.

Minutes of Previous Meeting:

MOTION The minutes of the February 14, 2008 Board Meeting be approved with the following corrections: 1.) The Website Committee report was presented by Scott Ross not Joan Lechter. 2.) The designation of "UNAPPROVED" Minutes will be removed from the recorded minutes and not used in the future. SECONDED, PASSED.

Homeowner's Questions and Comments:

Peggy Karpenko, Unit 20-B and Ian Winn, Unit 33-C again requested garage door handles and locks for their new garage doors. Lance said he will take care of this for both units.

Overgrown bush by Unit 51-C needs trimming. Aaron will handle this.

Property Manager's Report (Lance Mann):

See Attached

On-Site Manager's Report (Aaron Ledvina):

1. Pressure washing continues.
 2. Tennis court maintenance underway.
 3. Work to be done on pool next week including draining and cleaning.
 4. TelCo Installation: Most of the pole lights have been repaired. Damage sustained to Building 13's carport gutter will be repaired by PSE sub-contractor and they will also install a new concrete dumpster pad between Buildings 20 and 33 free of charge.
 5. Flower bed weeding currently underway.
 6. Expressed need to hire a 4th grounds crew member.
 7. Prime Electric will repair the electrical panel in the shop.
 8. The problem with moss control in some areas of the lawn is being worked on.
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Treasurer's Report (Don Hilt):

MOTION to move monthly deposits from HomeStreet Bank to BECU. SECONDED, PASSED

Committee Reports:

Architectural Committee: (Don Hilt, Chairman)

Bob Pade noted that the garage door for Unit 18-A has not yet been replaced. The homeowner has built-in his garage and the interior wall prohibits a normal installation. Mick Crawford suggested that the old door be removed and that the new door panels could be permanently attached to the door frame without the rails. Lance will investigate the feasibility.

Kim Rivard, 1718-B requested that a 4' x 8' lattice barrier be installed between her building and her neighbor's building to prevent kids from running between the buildings and banging on the unit walls. Aaron will take care of this.

Homeowner in 1726-B has requested permission to install a satellite dish. In order to receive a signal, the dish will need to be installed in the front of the building (carport side). Don Hilt will investigate and report at the next meeting.

MOTION to extend the meeting to 8:45 P.M. SECONDED, PASSED

Landscape Committee: (Kim Rivard, Chairwoman)

Tree removal by Building 1 will need to be done by a professional arborist. Lance will have this done.

The "Butterfly Shrub" has become too large for its current location and will be moved

Rules Committee: (Phyllis Hilt, Chairwoman)

Phyllis reported that the Committee will have a draft ready at next months' meeting.

Safety Committee: (Phyllis Hilt, Chairwoman)

Phyllis Hilt will assume the responsibilities and will attempt to conduct twice-monthly walk-throughs of the property. Tony and the grounds crew are responsible to check the lights twice weekly.

Budget Committee: (Inactive)

Website Committee: (Joan Lechter, Chairwoman)

Committee continues to work with Scott Ross on the development of a new website.

Joan volunteered to maintain a database of Board motions.

Nominations Committee: (Inactive):

Elections Committee: (Sylvia Schultz, Chairwoman)

Bob Pade reported for the Committee at the beginning of the meeting. The 2008 Committee was thanked for their service and excused.

Old Business:

1. The installation of a new dumpster pad between Buildings 20 and 33 has been approved. The sub-contractor for PSE will install this free of charge in May.
2. Carport Repairs: We receive 3 bids to replace 4 posts as follows: Randy Reily Construction - \$3,480 (not including tax), McBride Construction - \$7,741.44 (including tax) and McCould Construction - \$16,761. MOTION to accept bid from Randy Reily Construction. SECONDED, PASSED.

MOTION to extend the meeting to 9:00 P.M. SECONDED, PASSED

3. Pool Fence: Replace the existing fence around the pool area per bid from Secoma Fence. Lance will have this done.
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New Business:

1. A job description for the new resident manager's duties and salary needs to be developed. Board members are requested to have their comments to Phyllis by Wednesday, April 16, 2008. The Board will hold a special meeting on April 17, 2008 at 7:00 P.M.
 2. CAI Seminar: Any Board Member who wishes to attend will be reimbursed.
 3. Search for new resident manager: Phyllis requested that Lance provide the Board with information regarding salary range for resident managers.
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Adjournment: There being no further business, the meeting was adjourned at 9:05 P.M.

Recorded By: Rachelle Coe

/S/ Kim Rivard

/S/ Rachelle Coe

President

Secretary

TALL FIRS HOMEOWNERS ASSOCIATION

PROPERTY MANAGEMENT REPORT

APRIL 10, 2008

- Met on site with the interim on site manager, Aaron, to go over the progress of the maintenance schedule and conduct a walk-through to discuss on going maintenance items.
- Authorized Prime Electric to proceed with the replacement of the common electrical panel on Building 1808. The was necessitated by the fact that one of the meters had been removed by Puget Sound Energy and could not be re-installed because a

broken metal connector tab. Aaron did a fine job of working with the contractor. No invoice has been received to date.

- Received the bid in the amount of \$1789 from Prime Electric to install a swimming pool emergency shut off switch and an audible alarm, per the new King County Health Department code.
- Spoke with the primary contractor and subcontractor for PSE concerning the underground wire project and as it may have related to the street pole outages that occurred. The crew has been able to the majority of the lights back up and working.
- Sent a letter to the owner of unit 45-D, advising him that he must remove the concrete block, large shelves, plastic buckets and a water jug from the quite cluttered deck.
- Sent a letter to the owner of unit 44-A, asking them to have their tenants place drip pans under their flower pots to protect the deck surface.
- Sent a letter to the owner unit 42-A, requesting removal of cat litter, a Christmas tree stand and a fireplace screen from the patio.
- Sent a letter to the owner of unit 41-B, advising her that she must remove the table saw, golf bags, a bag of peat moss and a piece of lumber from the patio.

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- Conducted a property walk-through of Phase III with two board members, noting deck/patio rules violations and maintenance items. Additional rules enforcement letters are in process.
- The subcontractor performing the asphalt trenching for PSE has indicated his willingness to install the concrete pad at no charge for the dumpster enclosure which is being relocated near Bldg. 1829.
- The file for unit 19-A has been sent to the Association attorney's office for collections.
- A letter is being sent to the owner of unit 20-A, advising her that the file will be sent back to the Association attorney's office for collections if the new balance due is not paid. This account had been paid in full and the file closed.
- A lien is being filed against unit 49-C.

- The owners of units 5-D and 33-A are being sent letters, advising them that liens will be filed against their units for failure to pay the delinquent balance.
- The following is the status of all units currently in collections with the Association attorney's office:
 - Unit 29-C: This owner remains current with the monthly payment plan through the bankruptcy trustee's office.
 - Unit 42-D: We have received a Notice of Trustee's Sale for this unit. It is dated June 27, 2008. We will be proceeding with utility termination and the attorney's office will begin a further legal review and provide further recommendations.
 - Unit 48-C: The electricity to this unit was terminated with no response from the owner. We believe the owner is no longer living in it. The attorney's office is proceeding with further legal review to trace the location of the owner.
 - Unit 3-B: This owner is only offering \$331 per month as a payment plan. At that rate, the balance would be paid off in 4.2 years, including monthly late fees. It would be 3.3 years if monthly late fees are waived. The attorney's office does not recommend that the Board accept the payment plan. They recommend that they pursue further legal action and will provide a recommendation after that. This is the second time for this owner in collections.

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- Unit 26-D: This owner is currently on a payment plan under the terms of a Stipulation for Judgment. The terms require him to pay a minimum of \$700 on the first of each month, with the balance to be paid in full on or before November 3, 2008. The owner is current on the plan.
- Unit 34-C: The attorney is conducted a review on this complicated file. The owner died in May of 2007. The unit did foreclose and the Trustee has sent a Notice of Deposit of Surplus Funds. Due to the timing of the foreclosure after the owner was deceased and the fact that they did not mail notice to unknown heirs, this may not have been a legal foreclosure, which the attorney will pursue. In the meantime, the new owner's lender has requested a payment amount for six (6) months worth of the past due balance.
- Unit 17-B: The electricity to this unit was terminated. We have not had a response from the unit owner. We believe this unit is likely vacant. The attorney's office will be proceeding with further legal review to trace the location of the owner.

- Unit 4-A: This owner has filed a Chapter 13 bankruptcy. The attorney's office has filed a Notice of Appearance and Proof of Claim on behalf of the Association. The attorney is in the process of reviewing the petitions and schedules.