

## Thursday, May 8, 2008

Board of Directors			Staff	
P	Joan Lechter, Director	Phase 1 (E)	P	Lance Mann, Yates, Wood, & MacDonald
P	Dottie Manfred, Treasurer	Phase 1 (O)	P	Aaron Ledvina, Interim On-Site Manager
P	Mick Crawford, Director	Phase 2 (E)		
P	Mark Alenick, Director	Phase 2 (O)		
P	Kim Rivard, President	Phase 3 (E)		
E	Rachelle Coe, Secretary	Phase 3 (O)		
P	Phyllis Hilt, Vice-President	At Large (E)		

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

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**Homeowners Present:** Don Hilt (51-D), Peggy Karpenko (20-B), Andrea Watts (19-C), Sylvia Schulz (16-C), Arlene Park (51-A), Mary Allen (51-C), Kai Eng (10-D), Donna and Scott Ross (41D).

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**Call to Order:** The meeting was called to order by the President at 7:03 P.M.

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**Minutes of Previous Meeting:** The minutes of the April 10, 2008 meeting were approved as distributed.

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### Homeowner's Questions and Comments:

Lance introduced the Assistant Manager, Tony Riha, to the homeowners. Tony has expressed his desire to be considered for the Resident Manager position.

Peggy Karpenko (20-B) made her third request for a garage door handle and lock. Lance said he will again contact Becky at Hung Right Doors, 360-573-2222 to have them installed. He said that if Peggy didn't hear from them soon that she should call Becky and make arrangements for installation.

Ian Winn (33-C), Andrea Watts (1901-C) and Mary Allen (51-C) also request garage door handles and locks. Additionally, Mary Allen's garage door does not operate properly and needs service. Lance will notify Hung Right Doors.

Kai Eng (10-D), requests that the oil slick near his parking spot needs to be cleaned up. This is a recurring problem. Mildew on buildings 9 & 10 also should be addressed.

Scott Ross (41-D) asked what the policy for the "Units for Sale" board was specifically regarding what happens when the board gets full. Don Hilt indicated that when that happens, the sign that has been posted the longest gets removed making room for the newer posting.

Don Hilt (51-D) recommended giving the interim on-site manager a \$250.00 per week bonus.

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

See Attached May 8, 2008 On-Site Manager's Report (Delivered by Lance)

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**Property Manager's Report: (Lance Mann, Property Manager)**

See Attached May 8, 2008 Property Manager's Report and April 30, 2008 Financial Reports.

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**Treasurer's Report: (Dottie Manfred, Treasurer)**

Dottie is checking into local Credit Unions but is having difficulties finding those who will handle business accounts. Mick suggested contacting Valley Federal Credit Union in Auburn.

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**Committee Reports:**

**Architectural Committee: (Don Hilt, Chairman)**

1918-D Wants to claim some common area and erect a fence around her patio.

1928-B Wants to install a satellite dish.

1820-D Installed an unauthorized satellite dish through the roof with wiring through the siding. They will be instructed to remove the improper installation and that they must repair the holes in the roof and siding at their own expense. Any future installation in common areas must have prior approval of the Board.

**Landscape Committee: (Kim Rivard, Chairwoman)**

Building 1 – Tree still needs to be removed

Butterfly Bush – Will be removed. Kim will notify homeowner to set a date for removal from common area.

51-C – Large bushes need to be trimmed back.

**Rules Committee: (Phyllis Hilt, Chairwoman)**

Phyllis presented a draft of Rules and Regulations Section 6 Balconies and Patios for consideration. The draft will be considered under Old Business.

**Safety Committee: (Phyllis Hilt, Chairwoman)**

Phyllis reported on several lights that are burned out or are non-functional around the property. See attached May 7, 2008 report.

Joan reported that the north end of Building 1 is very dark and could use additional lighting.

Peggy Karpenko requested that the two maple trees at the north end of 18<sup>th</sup> SW need to be removed because the roots are pushing the sidewalks up and will soon be infringing upon the foundations if nothing is done causing significant damage.

**Budget Committee: (Inactive)**

**Website Committee: (Joan Lechter, Chairwoman)**

Joan reported on the status of the Website update. Scott Ross recommends using Small Business Server and Sharepoint software. Lance indicated that another condo association uses AssociationVoice.com which may meet our needs.

**Nominations Committee: (Inactive):**

**Elections Committee: (Inactive)**

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**Old Business:**

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

Pool Fence: There was general discussion about repair or replacement of the pool fence to comply with King County Department of Health requirements. Two proposals from Secoma Fence, Inc. of Tacoma were reviewed. The basic differences were the spacing between the fence slats. The first proposal was for one half inch spacing, the second was for three and one half inch spacing.

MOTION to authorize the purchase of six foot high Lancaster white vinyl fence with one half inch spacing per the April 22, 2008 bid in the amount of \$11,801.43 (including tax). The mid rail will not be included to make climbing the fence more difficult. The existing iron fence will be salvaged. SECONDED, PASSED.

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

Rules and Regulations Section 6 - Balconies and Patios: There was general discussion about the draft proposal submitted by the Rules and Regulations Committee. There were two amendments to the proposal. 1.) Under Paragraph D, change references to maximum plant height from fence high to no higher than the patio door. 2.) Paragraph G changed to read "A solid white awning, shade, or sun screen may be attached to any building, fence or railing but may not be attached through any vinyl surface, without prior Board approval

MOTION to adopt the draft proposal of Rule 6 as amended, SECONDED, PASSED

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**New Business:**

Payment Plans: As noted in the Property Management Report, there was general discussion on Units 3-B (\$331/month), 19-A (\$300 next month and \$400/month after that) and 42-D (\$350/month). Unit 17-B Judicial foreclosure recommended.

MOTION to accept the payment plans proposed for the three units and judicial foreclosure for the fourth, SECONDED, PASSED.

Annual Meeting Fines: There was general discussion about the fines levied against homeowners who fail to attend the annual meeting or fail to submit their proxy. It was suggested that fines be levied against those homeowners only if we fail to achieve a quorum so that a second meeting would have to be scheduled.

MOTION to waive fines for this years' annual meeting and only levy fines against homeowners in the future if a quorum is not achieved necessitating re-scheduling of the annual meeting, SECONDED, PASSED.

Lance passed out a summary of Senate Bill 6215 which takes effect on June 12, 2008 regarding Reserve Studies and Disclosures for Condominiums for Board review. He noted that we should budget for this in our 2009 budget deliberations and every three years after that.

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**Adjournment: Due to time constraints, the meeting was adjourned at 9:05 P.M.**

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**Recorded By:**

Mick Crawford

/S/ Kim Rivard

/S/ Rachelle Coe

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**President**

**Secretary**

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TALL FIRS HOMEOWNERS ASSOCIATION

PROPERTY MANAGEMENT REPORT

MAY 8, 2008

- Requested and received two quotes from Secoma Fence Company for replacement of the pool fence to meet the Health Department code. One quote is for \$9,292 plus tax and the other quote is for \$10,827 plus tax. They are for two different styles of vinyl fencing.

- Authorized Prime Electric to install the new shut off switch and alarm for the swimming pool pump.
- Asked interim on site manager to have Prime Electric troubleshoot the lighting problems in Phase 3, including the street pole light.
- Contacted the City of Federal Way code compliance officer regarding the status of the unit in Phase 3 which had a “hoarding” problem in the garage. The officer sent a letter to the owner, who apparently complied with the requirements. They have closed the file.
- Placed an advertisement on Craig’s List for the resident manager position.
- Called the owner of the carpet cleaning company who was leaving flyers on doors promoting his services and asked him to discontinue this activity.
- Conducted deck and patio rule enforcement walk-through of Phase 1 with two board members, the architectural chairman and the interim on site manager.
- Mailed rules enforcement letters to the owners of the following units:
  - 1729-A – Large part for an ATV, trash can & clothes in patio area
  - 31844-A – Bird feeder with bird seed in patio area
  - 1734-C – Blue cooler, paint cans, styrofoam cooler & sun umbrella on deck
  - 1930-D – Noise complaint letter involving loud music and television
  - 1832-D – Levied a fine of \$50 for vehicles leaking oil. This is the second fine against the unit.
  - 1718-C – Noise complaint letter
 Additional violation letters are in process
- Another lien is being filed against unit 20-A.
- The owners of the following units are receiving letters advising them that liens will be filed against them if payment in full is not received or payment arrangements made: 5-D, 9-A, 20-C, 22-C and 29-D
- Delinquency reminder letters were sent to all other owners on the delinquency report.
- The status of each of the units currently in collections with the attorney’s office is as follows:
  - 4-A – This owner is in Chapter 13 bankruptcy and is on a court approved monthly payment plan. The first payment was received this week.
  - 29-C – The owner continues current on the court approved Chapter 13 monthly payment plan.
  - 3-B – This owner has indicated they cannot increase their offer of \$331

per month. The board can accept the offer or have the file reviewed by the attorney for possible other recommendations.

- 17-B – The attorney’s office has recommended that the Association proceed with judicial foreclosure.
- 48-C – This unit was sold to a third party at the trustee’s sale on April 18<sup>th</sup>. The surplus funds amounted to \$1.00. The former owners reside in California. If the Association chooses to pursue them for the balance it would have to retain counsel in California. After reviewing the file and credit report, it does not appear they have significant personal assets. The attorney the Association may want to write off the balance.
- 19-A – A demand letter was sent by the attorney. The owner is offering to pay \$300 next week and \$400 every month thereafter until the balance is paid. The attorney can draft a Stipulation for Judgment that they would sign.
- 26-D – The owner is making regular payments (\$700) under his Stipulation for Judgment.
- 42-D - A utility termination notice was posted on the front door of the unit. The owner called the attorney’s office requesting a payment plan of \$350 per month. She would have to sign a Stipulation for Judgment.