

**Tall Firs Condominiums Association of Federal Way
Monthly Board Meeting Minutes**

Thursday, Jan 12, 2017 at 7:00 p.m. in the Cabana

BOARD OF DIRECTORS			STAFF	
P	Kim Vredenburg, Secretary	Phase 1 (E)	P	
	(vacant)	Phase 1 (O)	P	Shelley Murray, Emerald MC
P	Michael Chapman, Vice President	Phase 2 (E)		George Student, Resident Manager
P	Mark Alenick, Director	Phase 2 (O)		Matt Waller, Assistant Resident Manager
P	Patrick Resch, Director	Phase 3 (E)		
	Carol Young	Phase 3 (O)		
P	Guy Parisi, President	At Large (E)		

Attendance: P = Present E = Excused A = Absent

(E) = Elected in Even # Years (O) = Elected in Odd # Years

HOMEOWNERS PRESENT: Pat Farkas, 40B; Abhay Singh, 4B; Lisa Jaffee, 26B; Kim Rivard, 42B; Kim Smith, 47A; Andrea Watts, 19C; Dan Portt, 51D; Eiko Kayano, 7A; Jennifer Huerta, 30D; Ursala Owen, 28B; Terese Mikkola, 24C; Joan Attwood, 38A; Rob Moorhead, 31D; Arlene Park, 51A; Lisa Juvinal, 51C.

Introduce new Facility Manager, George Student.

HOMEOWNERS' COMMENTS: Limited to 2 minutes each.

CALL TO ORDER: A quorum being present, President Parisi called the meeting to order at 7:15 p.m.

Nicole Lemon - Structural Engineering:

18A – Building Settlement – Bids in from RDH Building Sciences and J2 Building Consultants.

Motion: To approve the bid from RDH Building Sciences and the additional exploratory for building 18A for \$38300. Seconded and passed.

Carport Beams & Posts – Have walk-thrus with contractors to provide bids for necessary repairs.

Motion: To approve the use of metal posts for carports, with a powder coating to match the color of the wooden beams, if no wooden posts can be obtained. Seconded and passed.

MINUTES:

MOTION: That the minutes of the Dec 8, 2016 Board Meeting be approved. Seconded and passed.

EXECUTIVE MOTIONS: The following motions are from the 6 p.m. Jan 12th, 2017 Executive Session:

Motion: For account 12893, to proceed with the foreclosure and receivership for this unit. Seconded and passed.

FINANCIAL REPORTS: Shelley. See attached report(s). Request to add total delinquency number to the report.

COMMUNITY ASSOCIATION MANAGER'S REPORT: Shelley. See attached report(s).

- Drainage – have the equipment incase of further flooding.
- Gutter cleaning, roof cleaning, and power washing contract
- Working on obtaining bids for dryer vent and chimney cleaing for this year.
- Mailbox parcel keys – obtaining pricing for new keys. Have extra mail lockers in the shop, looking into what can be done with them.
- Pest control – obtaining bids pending efficiency of current service.

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FACILITY MANAGER'S REPORT: George and Matt. See attached report(s).

- Unit keys in shop – need to be kept per declaration, don't need to be current.
- Raquet ball court – will keep locked and change the code. Owners will have to call for the the code if they want to use.
- Mike and Matt have done the shop inventory list – will review
- Parking enforcement – need to have concensus on how to handle tagging and towing of vehicles. Consider introducing a fine for not registering vehicles with management company at the annual meeting.

COMMITTEE REPORTS:

There were no written committee reports submitted.

Safety: Checking on lights.

Landscape: Kim – have an idea of the cost and current budget for SE corner project and entrance on 320th. Meeting with Shelley on Tuesday to review.

OLD BUSINESS:

Maintenance Plan: Continuing to develop a plan and what needs to be kept or removed.

Mulch for Entrance: Meeting with Kim to review.

NEW BUSINESS

Cable Wiring: This is a Comcast responsibility not the association's.

Pool Repairs: Need someone to oversee the project – cabana is being kept locked.

Annual Meeting: Nominations committee? Kim Rivard has volunteered.

Add a reminder of the fine for units that have no proxy or attendance. Need to decide if it will be held on the 4th or 5th Thursday of March. Include reminder for vehicle registration.

Include a list of voting items: Hot tub repair/removal; Pool repairs; and Earthquake insurance.

ADJOURN: There being no further business; the meeting was adjourned at 8:35 p.m.