

Nautica Soundview Condominium Association in Everett, WA
 Regular Board Meeting Minutes
 Meeting held by Zoom Teleconference in accordance with Bylaw 2.15
 Thursday, June 17, 2021, 6:30 pm

I. Opening Business

- A. Bill Weber called the meeting to order at 6:32 pm
- B. Roll Call: President: Bill Weber VP: Bob Wilson absent Secretary: Mike Borden
 Treasurer: Eric Ringstad Asst. Treasurer: Kathy Greenwood (non-voting)
 Quorum: Yes Manager: Tom Gish, Jr
- C. Board resignations: Linda Mattoon sold her unit on 5/28/2021. An email was sent to owners on 5/28/21 calling for nominees for the vacant position. Bob Wilson's unit is scheduled to close soon.
MOTION: Mike B. moved to accept Linda Mattoon's resignation. Eric R. seconded. Motion carried.
MOTION: At the previous meeting, Bill moved to appoint Laurie Vandermay to the Board as an interim director. Eric Ringstad seconded. The motion carried.
- D. Call for additional agenda items. None.

II. Owner's Forum Bill Weber gave update. Painters are on the schedule now for B building. Delayed windows are onsite. B building interior windows being finished. A-Building still has some deck work. Rooftop deck still in the design phase. Now considering Trex deck materials. New roofing material is flammable. Fitness Center will open as soon as the state requirements are more manageable. Elevator update. Still waiting for parts.

III. Reports

- A. Minutes: The minutes were emailed to the Board on June 11, 2021. Corrections or Additions?

Date	Type of meeting	Method	Approved/Corrections
May 20, 2021	Regular & Exec session	Teleconference	Approved as submitted
March 18, 2021	Annual Meeting	Teleconference	Hold for owners' meeting*

- B. Financial Report from Port Gardner with reconciled balances as of May 31, 2021.

Account Name	Balances
Operating (includes 2 nd payment we are holding for elevator door of \$21,500)	\$ 18,471.62
Regular Reserves	\$ \$135,045.22
SA Reserves pre-paid monthly assessments	\$ 26,512.49
SA 2020 Pre-paid lump sum special assessments	\$ 2.28
Total	\$ 161,559.99
Delinquent Accounts	\$ 36,885.39
Construction Loan borrowed	\$ 944,398.97

- C. Fund Transfers since last meeting. (none):

- D. Expense Reports – Kathy Greenwood purchased 6 new LED Exit signs from Lowes at \$172.01 and 10 LED replacement light fixtures for the courtyard stairwells at \$219.57. Total \$391.58.

MOTION: Eric Ringstad moved to approve the expenses. Mike Borden seconded the motion. The motion carried.

IV. Unfinished Business

- A. **MOTION:** Bill W. moved to ratify a decision made on 5/24/2021 by unanimous written consent that approved a combination deadbolt for A-310. Mike Borden seconded. The motion carried.

B. Construction Projects

Envelope project update

1. Construction loan draw period expires September 12, 2021. A request to extend the draw period by three months was submitted to CIT as requested by the board. Rich Watson said “credit is not opposed to an extension although the limit is usually 24 months. “

2. The lease on the parking strip being used by Construction expires August 30. Does the Association want to ask the owner to go month to month for Sept and October?

MOTION: Bill Weber moved to ask the owner for an extension. Mike Borden seconded. The motion carried.

3. There was an equity shortage in loan funds for June. Per CIT Portfolio Manager, Rich Watson, pre-paid Special Assessment and loan funds cannot be used to fund equity shortages. The Association will need to contribute \$58,323.88 in order to pay PBE for the June invoice.

MOTION: Eric Ringstad moved to authorize drawing \$58,323.88 from reserves to fund PBE Pay App #7, invoice # 1794 in the amount of \$454,930.27. Bill Weber seconded. The motion carried.

4. The Association is currently \$619,671 over budget due to change orders. Should the Board call a special meeting of the owners to bring them up to date on project finances?

MOTION: Bill Weber moved to schedule the meeting on July 8,2021 at 7:00 pm. Eric Ringstad seconded. The motion carried.

5. The Association needs to come up with another \$267,406 to cover the remaining change orders, plus \$59,550 to pay remaining to J2. Should the board schedule a special board meeting to decide how to handle shortages? **Board will make decisions at the next regular meeting.**

C. General Maintenance

Contractor	Statement of Work	Estimate	Approved	Scheduled
Sergey's	Carpet Cleaning B building	\$3476	Yes	June 23
Exit signs, Lights	Bad courtyard stairwell light fixtures		Yes	June 8 & 16
Eagle Pest	Pigeon control on roofs.	\$785	approved	completed
Thyssenkrupp	Install new elevator door package.	\$43,000	Yes	[July 19]

D. Policy

1. Alteration of units – Tabled at May meeting.

2. Ziplly Fiber Access Agreement signed by Bill Weber. Countersigned by Ziplly June 17, 2021.

3. Resolution to Adopt Electronic Notices was Tabled May meeting. Letter to opt into electronic notices was sent to owners on May 21, 2021. 19 + units have agreed.

V. New Business

A. Bank signature cards need to be signed. Kathy will prepare and contact Board to sign.

B. Reserve Study – CEDCORE is ready to start new report. Board approved sending current data.

C. Correspondence

a. Prepare a special meeting notice for July 8th.

b. Email reminder about the OPT-IN form.

VI. Closing business. Bill Weber adjourned at 7:28 pm.

Submitted by,



Asst. Treasurer

Approved on: July 15, 2021