

Nautica Soundview Condominium Association in Everett, WA

Regular Board Meeting Minutes - Zoom Meeting

Thursday, July 15, 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 Mike Borden, Secretary Eric Ringstad, Treasurer

Laurie Vandermay, Director Asst. Treasurer: Kathy Greenwood (non-voting) Quorum: Yes
 Manager: Tom Gish, Jr (checked box indicates present)

C. Board positions: Director Bob Wilson sold his unit on 6/29/21 and is no longer eligible to serve. A letter and an email were sent out calling for Board nominees. No one has volunteered.

MOTION: Eric moved to accept Bob Wilson's resignation. Mike seconded. Motion carried.

D. Agenda items were added.

E. There was a due process hearing at 5:30 pm requested by account 25057.

The Board agreed to give the owner until August 1st to resolve the compliance situation.

II. Owner's Forum New owners of A-512 and one other unidentified person.

III. Reports

A. The June Meeting Minutes were emailed to the Board on July 9, 2021, so were not read aloud.

There were no corrections.

Date	Type of meeting	Method	Approved/Corrections
June 17, 2021	Regular & Exec session	Teleconference	Approved
March 18, 2021	Annual Meeting	Teleconference	Hold for owners' meeting*

B. Financial Report from Port Gardner with reconciled balances as of June 30, 2021.

Account Name	Balances
Operating (\$21,500 of these funds is allocated to elevator door package)	\$ 36,629.82
Regular Reserves	\$ 83,828.28
SA Reserves pre-paid monthly assessments NOTE FOR THE RECORD: The seller of A-512 paid \$11,000 towards their Special Assessment. The new owner assumes the same monthly payment amount with a shorter. Term is shortened to ___ months.	\$ 57,469.95 (-\$40,365 allocated to PBE Pay App 8 + \$11,000 incoming from sale of A-512).
SA old account	\$ 2.28
Total	\$ 177,930.33
Delinquency (waiting for \$34,833 in repair charges outstanding from insurance.)	\$ 37,579.32
Construction Loan borrowed (after July's Draw 6)	\$ 1,561,075.09
Remaining on PBE contract (after Pay App 8)	\$ 598,672

C. Fund Transfers (approved by two directors per):

Date signed	Amount	From account	To account	For
6/1/2021	\$396,606.39	SA & Reserves	Operating	Pacific building envelope Pay App 7
6/22/2021	\$10212.32	SA	Operating	J2 SA consulting

D. Expense Reports – none

IV. Unfinished Business

A. **MOTION:** Bill Weber moved to approve board decisions made by unanimous written consent. Mike Borden seconded. Motion carried.

6/28/21	Hard Surface Flooring Application for B-305 was approved.
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Note: Builder's Risk ins. was extended by unanimous written consent on July 12. Ratify on August 19.

B. Construction Projects

Envelope project update

1. Construction loan draw period expires September 12, 2021. Extension requested. No update.
2. Painting deck railings was not included in the contract. PBE created a change order for \$76,429 plus tax to paint the railings electrostatically onsite. Powder coating is available at half the cost, but there would be schedule and logistics issues with hauling the railings to the warehouse and back. The decision was made to put the railings back without painting.
3. PBE gave the Association a credit of \$35,922 for change order work they are not doing.
4. Courtyard resurfacing accurate scope of work requires J2 to design the project.

MOTION: Mike moved to authorize J2 to prepare specifications for Courtyard Resurfacing. Bill 2nd. The motion carried.

5. The bank requires a 3rd party inspection after \$1,500,000 is borrowed. It is being scheduled.

C. General Maintenance

Contractor	Statement of Work	Estimate	Approved	Scheduled
McLeod - Isel	Courtyard resurfacing	no	Pending SoW	7-13 11:30
Thyssenkrupp	Install new elevator door package.	\$43,000	Yes	July 19-26?

D. Policy

1. Late fees were suspended by State Proclamation 20-51 (Covid-19). The proclamation is rescinded effective midnight on July 24th. Late fees and interest can resume on July 25, 2021.
2. Alteration of units – Tabled at May meeting.
3. Electronic notices OPT-IN sent to owners on May 21, 2021. Becomes effective July 25.

V. New Business

A. A-512 Flooring Application

MOTION to approve by Bill Weber. 2nd by Laurie Vandermay. The motion carried.

B. Should the board authorize the purchase of replacement weights? Tabled until next meeting.

C. 2022 Reserve Study Draft received from CEDCORE on June 25, 2021. Recommendations:

Reduce Elevator Modernization by \$41,000 for B door operator. New total \$147,000

- Add the small roof on the North side of Building B that is being redone in composition roofing materials at cost of \$1240. Life of 20 years.
- Add small roof on the East side of Building A that is being redone in Soprema coating product at \$792. Life of 10 years.
- Add Paint for Alley concrete not in this project. Never been done. 2018 estimate of \$11,250 plus tax.
- Add Brick facade was supposed to be cleaned, repaired (cracks filled) and sealed as part of the project, but was taken out of the spec before bidding. The original estimate was \$30,321. # of years?
- Add Ground floor unit windows A-101, 102, 103, 104, 105, (105 slider done 2013 and 106 windows and sliders were done 2018) B-101, 102, 103. We had an estimate of \$37,828 to replace the 3 live work unit windows that are set in brick. We need estimates on cost of the commercial windows and doors. Could replace glass only.
- Add glass entry door on the corner of Hewitt and Grand.
- Add metal awnings on south and east of building are not part of the project. Need sanding, repair and painting.
- Note Courtyards – study has at \$100,000 which was a SWAG. Need actual estimates.

- Note Roof Deck – was increased to \$85,000 due to wood prices. We need an estimate.

Motion to adjourn at 7:13 pm.

Submitted by,



Kathy Greenwood, Assistant Treasurer

Approved at the board meeting on August 19, 2021

Actions:

- add the # of months left on A512's Special Assessment.
- Notify J2 to prepare scope of Work and specifications for resurfacing courtyards.
- Sign flooring application for A512.
- Notify Cedcore of reserve study changes.
- Add Builder's risk ratification to August meeting agenda.
- Reply to requestors, replacing weights on hold.
- Hearing Determination to account 25057.