

## September 23, 2019 Board Meeting

### Community Meeting – 5 pm:

Prior to the regular business meeting, there was a special community meeting where Soundview Consulting came and spoke to community members about the gully rehabilitation. Soundview is the consultant hired by the board to help the Association come into compliance with the Tacoma Municipal Code for the gully area that was clear cut.

Ben Wright from Soundview Consulting made the presentation. Tree planting plan cluster of fir trees in the area that would obstruct views the least (lower point of the gully). Vegetation plan also includes some pines, which is smaller when mature. Remainder of area will be deciduous trees (previously, southwest side of the gully was primarily maple and oak – will open views in the winter season)

GeoResources believes that it would be OK to remove all of the felled wood. From a habitat standpoint, SoundView thinks that leaving some of the logs will be good for the habitat and to prevent people from moving freely in that area (to address the homeless situation).

Much of the wood should be removed (this allows removal of the invasive species that are present, which will be required in the area that is clearcut). Wood removal in smaller pieces is likely possible. Existing wood can also be used to make mulch, as we will need to use mulch in this project.

Third vendor will be a restoration landscaper; we will ask them to identify the native species that should be saved.

Option 1 – this option addresses just the area that was logged. This option includes removal of the invasive species (ivy and blackberry; goal is to ensure that there is less than 15% of the invasive species remaining after removal) and woody material that needs to be removed. Upon removal of the invasive species, we will need to immediately hydroseed the area to allow native grasses and groundcover to grow and prevent erosion. The vegetation plan includes 25 trees and 300 bushes.

Option 2 – the remainder of the gully is choked with ivy, so this option includes removal of the invasive species throughout the gully up to the bridge crossing and hydroseeding that area and then planting with an additional 300 shrubs/bushes throughout the gully to choke out any remaining invasive species.

Option 2 can be staggered over a number of years. Does not have to all be done at the same time. Will explore with the rehabilitation landscaper whether there is a savings to be obtained by doing it in stages or all at the same time.

Monitoring period is usually a 3 or 5 year period and requires 80% survival of the planted plants

Undocumented fill – GeoResources does not see this as a pressing issue and does not require removal at this time. This will be outlined in GeoResources amended report (to be issued).

SoundView can monitor the work done by the restoration landscaper. They will write a scope proposal for that work.

SoundView has not heard from the City of Tacoma whether this project can be done with staff review only, or if we will need to pull a permit. Ben will reach out to the City on this issue. Not having to formally pull permits for this project will save the Association both time and money.

SoundView will be submitting a formal, full report in October, but the vegetation plan (as prepared for tonight's meeting) needs to be submitted to the City by September 30, 2019.

SoundView provided Peter with the name of one restoration landscaper and may be able to provide the name of a second. Peter has also found another restoration landscaper, so we will likely have three from which to obtain bids. The vegetation plan should be enough to use with the restoration landscapers to get bids.

#### Board Meeting – 6:30:

Board Members present: Teresa Topping, President; Jody Matthews, Vice President; Peter Schrempf, Treasurer; Jean Homan, Secretary; Sue Brown, Member at Large; Bryson Browning, Member at Large

From TMT: Cindy Sinanian and Ekaterina Henyan

Homeowners/Residents present: 11

#### Prior Meeting Minutes:

-Minutes from August 26, 2019 Board Meeting (business meeting) - **Motion:** Jody moved to approve, Sue seconded. All in favor. **Motion passed.**

-Minutes from August 26, 2019, Executive Session - **Motion:** Jody moved to approve, Teresa T. seconded. All in favor. **Motion passed.**

#### Financial Report:

The financials as contained in the board packet are consistent with the information that the Board reviewed/considered at the budget meeting. We are still anticipating a \$25,000 to \$30,000 deficit by the end of year.

Reason for the deficit, in addition to the \$10,000 spent on Archon for the tree removal:

- \$17,000 earthquake insurance
- \$8,750 SoundView
- \$1,550 GeoResources
- \$4,000 estimated to repair hole in the pavement

Additionally, the utility increases for 2020 are: water 2.9%; sewer 4%; trash 3%

The Board is looking for reasonable ways that we can significantly reduce the budget. Some suggestions that were made: close the pool and/or sauna for one month or for part of the time; people need to break down the cardboard so that it has to be emptied less often. People need to stop putting

construction debris and other non-standard household garbage out, as the Association bears the cost of disposing of it. Find ways to reduce the cost of maintaining the pool and the spa is significant (Aqua Rec handles the maintenance). Maybe have the maintenance manager become certified so that he can take over some or a portion or the bulk of the maintenance. Another option is Pacific Landscaping and how can we reduce their scope of services to reduce the cost. Can also cut back on watering, which will help to reduce sewer charges.

The Board is going to be having another budget meeting on Wednesday, September 25, 2019 at 6 pm.

At the end of August, the cash reconciliation showed that we had \$507.42 in the operating account. This is the result of the deficit that the board is battling; we are trying to build the cash reserve in the operating account.

Peter requested that TMT accounting do a projection for next year showing a cash projection on a month by month basis. Ekaterina also said that we should be able to have a 2020 budget that shows when expenses are going to hit, as opposed to being amortized over a 12 month period.

**Motion:** Jean moved to approve the financials from August, 2019, Sue seconded. All in favor. **Motion passed.**

#### Manager's Report:

Work orders – G and H building carport lights were out. Breaker had “popped,” so Eddie flipped them back on and is monitoring them. Homeowners have told Eddie that the lights go off at around 10 pm each night. Discussing installing a lock on the breaker box, but then you have an issue with needing emergency access to the breaker box. The Board would prefer to see a lock on the breaker box, and the key to the box can be kept in the lock box.

Additionally, there are some issues with the streetlight next to the mail kiosk by the A Building.

Gate issue: Guardian came out and adjusted the eyes. When the eyes do not line up, the gate will stay open. Need to check the video to see if there is anyone deliberately skewing the eyes on the gate to keep the gate open.

Ordered carport lights; they are coming and they will be installed by Eddie.

Contacted Sharkey about patching the remaining woodpecker holes. Ekaterina is working on getting ahold of Sharkey to get these all patched asap. Ekaterina at the very least needs a list of the existing holes to see if there is another vendor who might be able to do the work.

Security company bids – Ekaterina is attempting to get bids. She is also looking at keyless locks. Ekaterina will work with Jody since Jody was already contacting companies soliciting bids.

Reserve study bids – looking for three bids, including Cedcore. Probably ok to

Compacter – Blankenship (Todd Johnson) will be on site on Wednesday or Friday to go over compactor operations. Goal is determine how to tell when the compactor is at full capacity (without going over) to maximize the cost of a emptying.

Sinkhole – Drain Pro’s bid is at \$4700; still waiting for the other bids. Would include asphalt removal, fix the pipe, gravel, etc. Ekaterina has also asked them whether there are other options for repair. The goal is to have a permanent, budget-conscious option.

Pillar repair – Cindy was able to locate email chain and will send the invoice for the actual repair. We will do what we can with it.

Dry rot - 35 places where wings are attached to the buildings; there is dry rot in about 20 of them. Ekaterina will research our declaration to see who would be responsible. Ekaterina wants time to consider this issue and approach it carefully.

In the queue:

- Fire Alarm system replacement
- Asphalt - Will have the asphalt evaluated this year to see if there are any sections that require attention before this winter. Otherwise, the intent is to forego the crack sealing this year and next year, and move the reserve asphalt work to 2020, as opposed to 2021.
- Gutter Repair & Replacement

Board and TMT reviewed the various questions that the Board had about specific budget items that the board had questions about. See pages 64 and 65 of the Board packet for the specific line items discussed.

#### Unfinished Business:

Soundview’s proposal – **Motion:** Must proceed with Option 1, as required by the City, and investigate the costs of proceeding with Option 2. Jody moved, Teresa seconded. All in favor. **Motion passed.**

#### Actions taken by the Board By Email Since the Last Meeting:

- Architectural Change Request – approved new windows Unit No. H104
- Amendment to SoundView contract for the additional work to be done. Increased the contract amount to \$8,750.00

#### Additionally, Board discussed and reviewed the additional subjects:

- Explored ways to address locking up community center
- Goat lady – told we are not going to bring goats in
- Cedcore questions
- Budget meeting
- Special counseling meeting with the City of Tacoma
- Teresa T. met with Ekaterina and Michelle Saulina
- Miscellaneous pruning for Pacific Landscaping

#### New Business:

No new business

Issues raised by community:

- Exhaust fan needs to be run in the hot tub room
- Bin for clear glass by the compactor is missing
- Need labels on the glass bins

Business meeting adjourned at 8:30.