

Board Meeting Minutes

HOA Board

Nautica By The Lake Condominiums

May 2022

Present

Ted Massart, Board President
Cliff Johnston, Board Treasurer
Divya Nair, Board Member
Joann Doty, Property Manager, SUHRCO
Iris Hoffner, Board Member

Absent

Simone Frassanito, Board Secretary
Michael Zapoli, Special Projects Manager, SUHRCO

The meeting was called to order on May 11, 2022 at 6:34 PM via Zoom video conference.

Homeowner Forum

Unit B203 attended the Board Meeting. B third floor landing needs a ceiling light fixture fixed.

Previous Minutes Approval

Board members to review the February, March, and April 2022 meeting minutes and approve through email.

Treasurer's Report

Financial Reports for the end of April 2022.

| Account Balances | |
|----------------------------------|------------------------|
| Name | End of Apr 2022 |
| Operating | \$146,023.81 |
| Maintenance Reserve | \$2,340,412.54 |
| Special Assessment* | \$89,368.38 |
| Insurance Reserve | \$25,487.99 |
| Insurance Deductible | \$25,000.00 |
| Other Account Information | |
| Delinquencies** | \$6,515.49 |

| | |
|------------------|-------------|
| Dues Received | \$38,771.11 |
| Dues Budgeted*** | \$38,254.07 |

* This is part of the Maintenance Reserve. It is tracked separately for visibility.

** Does not include pre-paid.

*** For reference.

Most of delinquencies are from C204 and C104 where there was a toilet leak.

Property Manager's Report

- **From Joann D.:**
 - **Compactor Cleaning:** Contacted Amy at CK Industrial to schedule the cleaning of the inside and outside of the compactor-waiting for call back for scheduled date-still waiting for the date
 - **Carport Repair for Bldg C:** Contacted insurance for carport. Agent stated to send in all invoices when the project has been completed. Need to move forward with Charter Construction to install the new carport - send signed bid to Charter Construction
 - Porter Potty location - place in visitor parking spot next to shed.
 - **Painted Sprinkler Heads inside Specific Units:** Sent in request for Infinity to break down the bid for painted sprinklers and F building air compressor.
 - Waiting.

Unfinished Business

1. **Top Hat to inspect all chimney caps**
 - a. inspection was completed on May 4 waiting for report
 - b. Verbal - none need replaced except one gone. Others need repairs and painting, so will be sending a bid. Joann to forward to board.
2. **Global Engineering** - no response received from letter from Attorney regarding replacement of fence between Bulding C and B and their property:
 - a. Dropped a letter at the door.
 - b. At end of May will move to have Attorney send letter if no response. Its been at least 6 months we have been sending letters.
3. **Pool:**
 - Waiting from Roger to confirm the auto-fill has been installed.
 - Bill Shafer: clean patio and put furniture out. Patio doesn't need power washed. Don't need to power wash furniture.
4. **Fire extinguishers** bid was approved and sent in to Infinity - waiting for a date.

New Business

Building Wash: Every 3 years we should have our buildings washed. Dirt, mold, and dust builds up, so we need bids to pressure wash the siding. Will need to have the parking lot and parking stalls cleaned as well. Combination of hand brushing and some pressure washing will be needed based on the area. The decks need to be included since washing the siding will get the deck dirty. Also, we will need to clean the parking stall roofs. They don't need to clean roofs of the buildings since it is relatively new.

Siding, decks, stairs, sidewalks, carport roofs, and pavement (parking stalls, driveway, etc). Will request multiple bids. May need to do pressure washing yearly until nearby freeway construction is completed.

Storm Pond Fence - The board has waiting on the fence repair in hopes of getting the slope near Building D terraced. We have had no success in getting a structural or geotechnical Engineer to advise on this matter, so we will proceed with just replacing the fence with slope conditions as-is.

We have received some bids for chain link fence that are plastic coated. Based on previous bids, the board would like more durable plastic coated fence, similar to the durability of galvanized chain links. This will require bids with thicker gauge chain link wire based on recommendation from the fence company. The board would like black coated, thick-gauge chain link fence meeting Washington State Department of Transportation Standards (WSDOT) for durability and long lasting performance. Joann to request new bids.

Recreation Building - We need to determine what we are going to do with upstairs and downstairs. Before putting sheetrock, we need someone to come look at the wiring to make sure it's not ruined. Joann will send an email to potential electric companies, and Cliff can make the arrangements.

Pool Mechanical Room - Plywood on the wall between the pool mechanical room and workout room needs checked for water damage from the fire sprinkler leak last winter. On the outside its plywood, while the inside is sheetrock. We need to talk to Steve at MAINTCO to come back and check the wall, and to determine if it needs replacing or needs a plumber to move pipes. Joann will get Steve to do that. If removal of the wall is needed, then the pool maintenance contractor will need to remove the interior pool pipe mounted on the wall before the wall is removed.

R101 Outdoor Electrical Outlet - R101 is wondering if they are being charged for the use of the outside electrical outlet.

Nautica doesn't have any outside electrical receptacles except for this location because people will be able to plug in and get free electricity. There has been a Mobile Dog Groomer that comes to our community and has plugged in many times there. Nautica residents were paying to have their dogs groomed. We need to cap off the wires, screw on a dummy plate, or whatever the code is.

Joann to send Cliff's email to vendor.

Cabana Restoration - The plan is to get the wiring inspected and repaired (if necessary) first, then get the sheetrock textured and primed. Meanwhile the board will determine type of carpet, flooring, and paint. Initial repairs and final restoration can be accomplished under two separate projects.

Generally, the board meets on the first Tuesday of the month at 6:30 PM.

The meeting adjourned at 7:12 PM.

The next board meeting is scheduled for June 7th at 6:30 pm, 2022.

Minutes prepared by Divya Nair.

Approved board minutes are archived on the Nautica By the Lake Website at www.nauticabtl.org.