

**ESPLANADE CONDOMINIUMS
BOARD OF DIRECTORS' MEETING
ESPLANADE CLUBHOUSE
Thursday, Sept 3, 2009; 6:30 PM**

Board Members Present

Siggi Bjarnason								President
Jacqueline Brinker								Secretary
n/a								Vice President
Adam Henderson						Not Present		Treasurer
Vickie Toleson								Property Management
Officer O'Neil								Kirkland Police Dept

Call to Order 6:30 pm

HomeOwner Forum

12 Homeowners in attendance

HO security concerns and complaints about nuisance renters on the property. Specific instance reported recently has been resolved. Renter will be moving out effective Sept 12.

HOs are encouraged to do thorough background check when renting out their property.

HO with tenants wasn't aware of the issue and has been very clear with the tenants that that this is a quiet neighborhood and she expects her tenants to abide by all house rules.

If there are any further violations then Property Management should be contacted and if the situation is exceptionally egregious then Kirkland Police Department should be contacted. HOs can contact 911 for assistance.

HO suggests we have a process for violations and fines. We do have a process which is outlined in the House Rules and Declarations. Newsletter is also being put together to help with getting this information out to the HOs.

HOs are responsible to educate their renters about House Rules and Declarations. Some properties have an acknowledgement of the House Rules to be signed upon rental.

HO suggests that we create the House Rules in such a way to make our complex unattractive to renters who will violate our rules.

Office O'Neil in attendance to answer security questions:

- Suggestion: Map your neighborhood

HO asks about signs indicating that camera's are present on the property.

Officer O'Neil suggests that anything we can do to deter thieves, etc. is a good thing.

However if we post signs and don't actually have cameras then this might open us up to lawsuit. Additionally this type of monitoring is quite expensive. The board obtained bids for additional security last year and determined we could not afford to implement without increasing HO dues.

If HOs have additional security questions:

President suggests HOs ask questions of Officer O'Neil offline so that we can continue with board meeting.

HO suggests we change House Rules to enforce rentals.

HO suggests a distribution list of HO numbers be posted to assist with contact when there is an issue with tenants, etc.

HO is moving and needs to make sure her proxy is signed for voting.

HO asks how to become a board member. Board will appoint a replacement until successor is elected at the next annual meeting.

HO asks how to get a rental cap in place. Rental cap would require vote of the association.

HOs complain that they didn't even know that we had someone doing handy work on the property.

Approve June meeting Minutes

Motion to Approve

Seconded

Siggi Bjarnason

Jacqueline Brinker

President's Report

President opens meeting with nominations for the board.

The following HOs are appointed to the following offices:

- Lisa LaBranche has stepped down from office.
- Delloney Wallyce is appointed to office of Vice President
- Evellyn Kessler is appointed to the office of Member at Large

President received a call from Verizon on FIOs developments. Verizon asks that we confirm for them buildings are ready to go. At this point there are none which are 100% ready. Verizon confirms that if they have full crawl space access then they can proceed.

Siggi will review FIOs records and prepare summary in October when he's back from vacation and get back to Verizon with current situation.

Reminder - there is no exclusive contract with Verizon. Other providers may be allowed to service the property in the future.

Treasurer's Report

Vickie will touch base with Adam on financials.

Many units are on collection for HOs dues.

We have approximately 21 HOs in foreclosure at this point (out of 138).

Vickie is diligently working with attorney on liens against these properties to protect the association.

Property Manager Report

Update on Lawsuit

- Motion for default was filed and received against declarant.
- Discoveries have been sent out but not yet received back.
- Attorney for defendant tendered the lawsuit sent to insurance company.
 - Two entities have filed for bankruptcy.
 - Attorney has filed motion to follow up in bankruptcy court on these two.
- Letter will be sent out to the HOs explaining details.

Window Cleaning

- 3 bids range from \$3,687 to \$5,295
 - Lowest bidder will involve removing screens but will not clean deck or patio windows and will not wash screens
 - Board agrees to lowest bid
 - Vickie will schedule the cleaning with target for end of this month and will send notices out as soon as possible

Repairs on Property

- Eric is fixing all the closing devices on the garbage enclosures
- Many of them are rotting out – Eric will glue them in if necessary
- One enclosure has been replanted between J and K
- Adam was owning the time clock for Eric – update on this is pending
- Eric has been checking in with Vickie on a regular basis and has been improving
- Property is very large to support with one handyman for only 4 hours a day. Much of his time is spent on the pool/spa.

- Some properties have put a handyman on property by setting up a rental.

Swimming Pool and Spa

- Alarm - SPA is dry because the CO2 alarm kept triggering. Heater will be replaced tomorrow.
- BBQ has been inspected and appears to be in working order, but Vickie suggests perhaps we should purchase a new one as ours is old and might need to be replaced. Vickie to get bids.
- Control of keys to pool/spa will cost about \$2500 – re-keying and supplying HOs with 2 keys each. 3rd key could be a charge. Vickie will include this in our draft budget next month.
 - \$7k for security key cards
 - Suggest that we have HOs sign for keys so that we can track receipt, but HOs can have keys duplicated.
 - Now in compliance with Virginia Graham Baker – drain regulations
 - Still need to be in compliance with the fence

Roof Cleaning and Repairs

- Repairs are complete at this time.

Old Business

Additional lights for complex. Siggie is working on schematic of buildings to determine where we can add additional lighting. Installing posts is cost prohibitive, so need to put them on the buildings/structures with existing wiring.

New Business

Budget preparation for next month. Vickie will email us if she needs anything and will touch base with Justin on the lawsuit to see if anything should be accounted for in 2010 budget.

Landscaping Proposal:

Evellyn Kessler is a HO on the property and started a landscaping company about a year ago and has prepared a proposal for the association to consider. Evellyn's company has done a site inspection and reports that the current landscaping company is not adequately taking care of our property. Proposal is to provide landscaping services not to exceed what we currently pay the current landscaper. 30k for 12 month contract. Business is currently 3 people and project would not be completed all at once, but gradually phased.

Irrigation is part of landscaping contract by current landscaper. Could this be added to Evellyn's contract? Yes, this is possible but may incur more cost.

Vickie requests that we put the landscaping out for bid before moving forward. Vickie to obtain bids for 2 additional landscape companies. Vickie expresses concern regarding conflict of interest with Evellyn's landscaping business and appointment to the board. Board to discuss at next meeting.

Other Business

N/A

Parked for Future Meetings

- Building Captains
- Committees
- Club House (future use)
- Identification of water shut off valves around property
- Siding on west side of G building needs to be cleaned
- Revisit fee schedule to remove the cap
- Parking registration/sticker
- House Rules review
- Pets
- Parking Space Auction (hold)
- CAB Investment Strategy (hold)
- Property Management (hold)

ACTION ITEMS

- Vickie to touch base with Adam on Financials
- Vickie to obtain bids for grill at the pool
- Vickie to include re-keying for pool in our draft budget, also obtain bids for timer locks to help enforce quiet hours
- Vickie to obtain bids for 2 additional landscape companies.

Adjournment: 8:08
Seconded

*Jacqueline Brinker
Siggi Bjarnason*

Homeowner FORUM: *(During the first 15 minutes of the meeting, individual unit owners may address the Board with specific concerns or suggestions. The Board may address these items, or defer them for further study or investigation. After the Homeowner Forum, owners may observe the working part of the Board meeting, but are requested not to comment or participate in the meeting, unless called upon by the Chair. Time constraints require meetings to be conducted within these guidelines.)*