

**MINUTES  
KIRKLAND CENTRAL OWNERS ASSOCIATION  
BOARD MEETING  
July 13<sup>th</sup>, 2009**

**Date and Time:** Pursuant to Article 3 Section 3.7 of the Kirkland Central Association, a regular session and executive session of the Board was held on July 13<sup>th</sup>, 2009, at 6 pm at the Kirkland Central lobby, 211 Kirkland Ave, Kirkland, WA 98033.

**Officers:** The President, Marna Hanneman, opened the meeting at 6:04 pm. Secretary, Greg Peszek, was present to record the meeting.

**Quorum:** The following Board Members were present:

Marna Hanneman – President

Stan Hill – Vice President

Greg Peszek - Secretary

Melissa Lising – Treasurer

Bill Anspach – Member-At-Large

Bob Dodson – Member-At-Large

Sally Barkley – Facility Manager

**Suhrco Residential Properties, LLC:** Jean Norberg

**Absent:** The following Board Members were absent:

Andrew Person – Member-At-Large

**Call to Order:**

The meeting was called to order at 6:04 pm.

**Committee Reports:**

Eric Cherba was absent and has emailed the board with a status update. The committee will meet on July 23<sup>rd</sup> at 7:00pm. Melissa asked if a residency requirement would meet the FHA guidelines. Discussion about the intent of the rental cap and what the FHA looks. Jean's recommendation is that it is unlikely that a rental cap would be passed today and to take the path of least resistance by

requiring an initial owner occupancy time. Discussion about which timeframe to set between 12 months and 24 months.

**Greg Peszek made a motion to direct the rental cap committee to proceed with option 2 (residency requirements) with a term of 18 months and instruct John Coe to draft the amendment as such. Bob Dodson seconded the motion which was unanimously approved.**

**President's Report:**

- Street lights are hooked up and ready but it is not known when they will come online.
- Meeting here 2 weeks ago regarding Sound Transit construction work and the Heathman hotel and KC.
- City Council primary on the 19<sup>th</sup> of August, 4 positions open with 1 primary.
- McCloud project back to DRC for plans to do project in phases due to financing issues.
- Next weekend is Kirkland Uncorked
- Kirkland Central Limited Partnership (not LLC) will be dissolved on the 31<sup>st</sup> of August. Suggestion to Bill to see if the partners are personally liable after the dissolving.

**Secretary's Report:**

**Marna Hanneman made a motion to approve the June 2009 Board meeting minutes, subject to changes. Melissa Lising seconded the motion which was unanimously approved.**

**Treasurer's Report:**

Operating Funds	\$ 5,531.65
Security Deposits Held	\$ 0.00
Petty Cash (included in Operating Funds)	\$ 500.00
Reserve Funds – WAMU Common (58.3%)	\$ 56,926.70
Reserve Funds – WAMU Residential (41.7%)	\$ 40,460.14
Reserve Funds – Banner: Common (58.3%)	\$ 69,976.00
Reserve Funds – Banner: Residential (41.7%)	\$ 50,024.00
Insurance Reserve Funds: Frontier Bank	\$ 68,067.32

**Outstanding Financial Commitments:**

\$1,900.00	Criterion-Pioli Engineers- Bldg Envelope Report
\$4,412.25	April Insurance Reserve transfer
\$5,000.00	April Replacement Reserve transfer
\$120.00	Law Offices of James Strichartz
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\$11,432.25	

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Delinquencies over 30 days:

\$13,098.73 – See Aged Delinquency Report for details

**Motion to approve treasures report by Marna Hanneman. Greg Peszek seconded. Discussion about the Banner Bank CD. The motion which was unanimously approved.**

**Facility Manager's Report:**

- Convex mirror in the garage not convex enough. Discussion about people speeding through the garage.
- Resident requested to be pulled from the front door call box due to solicitors. A "No Soliciting" sign will be put up. Do not let anyone in who is not authorized to be. Discussion about the contractors who are coming though.
- Wednesday night is the social. Help is needed for set up!

**Property Manager's Report:**

- Follow up with Rick Beal's fee schedule sent.
- Working with John Coe for Sundberg's final payment.
- Sent John Coe's response to Eric Cherba (rental cap committee)
- Authorized Continental to proceed with garage structural repair per recommendations of Swenson, Say and Faget. Jean will ask for Scott to put details in to writing.
- Follow up with Dave Pioli stating that the report received does not meet contracted spec and requested deposit returned. Response from Pioli asking for full payment. Directed Jean to refuse payment.
- Crime insurance application sent in to Bell Anderson.
- Revise Move-In Resolution to add a fee of \$300.00 for internal building moves.
- **Motion by Marna Hanneman to accept the move in policy to add a \$300 internal move and \$500 for an external move, seconded by Melissa Lising, unanimously approved.**
- Follow up with the owner who was looking for a reduced move in fee due to a ground floor move.

**Old Business:**

- Already commented on garage column repair.
- Update on building envelope study: J2 initial study is complete and the committee has not had time to review the results.

- Garage heat and CO2 sensors: garage was getting very warm and a duct was put in P1 to help alleviate the heat. Add action item to the envelope study committee to ask J2 to look in to our actions.
- Marna has taken \$10,600 out of the operating reserve and given to Suhrco for the replacement of the P1 and P2 tile and carpet.
- Representation letter for audit: need a sign copy.
- Administrative resolution for emergency entry / key policy still on hold.
- Andrew has been getting bids for rekeying doors.
- Andrew is looking in to options for pay parking in the commercial spots overnight.
- Gates are done, but the color is different possibly due to fading (Nic verified that color code matches).

#### **New Business:**

- Move in fee reduction for court yard unit. Recommendation from Jean to change the fee to interior move (\$300) from exterior (\$500).  
**Motion by Bob Dodson to allow the owner to move in at the lower fee (\$300), seconded by Melissa Lising. Approved by Marna Hanneman, Melissa Lising, Bill Anspach and Bob Dodson (Greg Peszeek and Stan Hill voted against).**

#### **Homeowners' Forum:**

- Is that new vent on P3 to offset the heat? Yes, missed in construction.
- Park lane closure due to Sound Transit project.
- Most CDs don't give statements (ours was 11 month, Banner gives out statements on 12 month).
- Move in fee off of patio: \$300.

**Adjourn:** There being no other business, a motion was made, seconded and unanimously approved to adjourn the meeting at 7:30 pm.

GREG PESZEK, Secretary

MARNA HANNEMAN, President

Date:

Date: