

# Cardinell View Lofts Condominiums

## Board of Directors Meeting Minutes

February 28, 2018 @ 6:30 pm

Rogue Hall 1717 SW Park Ave.

BOARD MEMBERS PRESENT	Scott Trinkle, Kathy Kerr, Kenzie Billings, Mike Whiteford
BOARD MEMBERS ABSENT	Amy Spiker
MANAGEMENT PRESENT	Mandi Mueller, TMG, Inc.
CALL TO ORDER	The meeting was called to order at 6:35 pm
APPROVAL OF MINUTES	Minutes from the October 2 meeting were approved.
HOMEOWNER FORUM	<p>Scott reported on the following items:</p> <ul style="list-style-type: none"><li>• We are almost through another winter. The heating system requires careful monitoring and delicate adjustments.</li><li>• A new railing has been installed around the back stairs as required by the fire inspection.</li><li>• Pressure washing of most of the retaining walls and front steps has been completed by Scott and another owner using the building-owned power washer.</li><li>• A digital Message Board is now installed in the lobby. The cost for this system was &lt; \$125.</li></ul> <p>The board requested that AMS get bids for replacing all outside lighting fixtures with LED fixtures and options for additional lighting on the stairway.</p> <p>The IceMelt product will be placed close to the front and back doors when inclement weather is predicted so that anyone can spread it as needed.</p>
<u>MANAGEMENT REPORT</u>	
OWNER CORRESPONDENCE	2 letters in reference to the recent Trash Reminder e-mail suggest getting larger bins or more frequent service. The board responded that the garbage bin is as large as it can be, and we already have pick up twice/week. More efficient use of garbage bin and breaking down cardboard in recycling bins could alleviate the problem.
MANAGEMENT UPDATES	<p>Our management company, TMG, has re-branded their Association Department to AMS (Association Management Services, NW)</p> <p>Our representative, Mandi Mueller will be on an extended (~2-3 months) medical leave starting March 12<sup>th</sup>. Kelly Cascino will fill in for her while she is unavailable.</p>
DELINQUENCY REPORT	No delinquencies as of Feb 5, 2018.
REPAIRS & MAINTENANCE	<p><u>Concrete Step repair</u> - The board reviewed three proposals and voted to go with Charter Construction's bid.</p> <p><u>Water Meter Inspection &amp; Leak Detection</u> – The city reported that our meter is not malfunctioning. The board will proceed with</p>

voluntary leak testing within units by owners/tenants using kits provided by the HOA. All owners will be notified of the availability of the kits and will be asked to report test results back to AMS. Units that do not participate will then be contacted.

Hot Water Pump – The hot water issues previously reported by owners were resolved by the repair that was completed. Hot water is functioning normally. The bid for upsizing the pump was rejected.

## 2018 RESERVE STUDY ITEMS

The following decisions were made on addressing the items listed for 2018 in the Reserve Study which have money allocated:

- Not needed - Replace Fire Control Panel
- Not needed – Asphalt Overlay
- Get Bids – Concrete Flatwork on Steps & Walkways
- Not needed – Elevator Cab Finishes
- Not needed – Carpeting on floors 3,5,8
- Not Needed – Carpeting on 7-8 stairwell
- Not needed – Tile on floor 2
- Get Bids – Paint Exterior Metal Doors
- Get Bids – Parking Structure Repair/Restoration
- Get Bids – Parking Structure Roof Inspection/Repair (Slant)
- Awaiting Bids – Roofing Membrane
- Awaiting Bids – Roofing on North & South roofs

## NEW ITEMS

Board requested that AMS obtain bids for installing a fence behind the Garbage/Recycling bins to prohibit people from coming onto our property from the public stairs.

## EXECUTIVE SESSION

- Our building may have had the address 1210 SW College Ave prior to the condo conversion.
- Board members are concerned over the requested delay of arbitration because it is delaying our ability to repair or replace the roof and the roof membrane.
- Mandi re-iterated that immediate fines are not allowed.
- AMS and all board members should have access and know how to review the security cameras.
- The current cleaning contractor (Talon) also provides Move In/Move Out elevator service. If we wish to change contractors, most other contractors don't offer that service.
- The tone of reminder notices, postings in hallways, communication from AMS, etc. was discussed.

## ADJOURNMENT

Adjourned at 8:15 pm.