

## **Sammamish Landing Condominium**

Board Meeting  
Wednesday, January 18th, 2017  
Sammamish Landing Condos, First Floor Hallway

**Board Members Present:** Bob Aye, Tom Curtin, Jan Clayton, Dallas Grack, Taree Bollinger  
**Also present:** Megan Martin

**7:43 PM Call to order:** *Owners may observe the working part of the Board Meeting, but are requested not to comment or participate in the meeting until the Homeowner Forum or unless called upon by the Chair.*

### **Homeowner Forum**

- Unit 301 was briefed on upcoming breezeway repairs by Megan
- Unit 209 reported that they were being charged \$2.37 for basic service. Taree to investigate

### **Review/Approval Minutes: October 19, 2016**

- Approved

### **Community Manager's Report**

- Taree to send Megan all budgeted maintenance items for 2017 and Megan will compile an upcoming maintenance schedule so the Board has visibility of these items and estimated associated costs.

### **Old Business:**

#### Breezeway Repair Process & Status (Damage 3/17/16)

- Megan reported that McLeod will begin work on 2/6/17 and the estimated duration of repairs will be 1½ weeks.
- During this time the breezeway will be closed to traffic.
- Parking will be permitted in covered parking stalls (Megan has confirmed this with McLeod).
- Trestle will need to notify USPS of breezeway closure

#### Review of Governing Documents (Received 3/28, comments 10/5, Revised 10/14/16)

- Board to review final draft of documents and discuss presentation to owners
- \$1,500 outstanding payment still owed Ken Strauss

#### Fence between Sammamish Landing & Archstone

- On schedule for Spring 2017 installation. Tom to follow up with Archstone in March / April

### **8:00 New Business:**

#### Selection of Officers for 2017

- Bob Aye – President, Dallas Grack – Vice President, Taree Bollinger – Treasurer, Tom Curtin – Secretary, Jan Clayton – Member at Large

## Landscaping

- 2017 Legacy Landscaping reviewed and approved, contract signed and given to Megan
- Megan will schedule site review with Legacy and request Chris Holeck to attend so irrigation issues can be discussed. Board members to attend meeting, Tom, Taree, Bob

## Carpet (Cleaned 5/12/16)

- Bob to contact Jim's Ultra Clean and schedule next cleaning for February
- ## Sanitary Sewer Review (6/28/16)

- Bob to contact Rescue Rooter and schedule review for February or March

## Repair Fuel Lockers

- Tom and Dallas to review lockers and purpose scope to Board for review

## Chimney Cleaning

- Trestle to survey owners regarding fireplace use. Cleaning will be scheduled based on the units that are using fireplaces

## Dock repair

- Taree and Dallas to contact dock vendors to review and advise of needed repairs to current structure

## Replace main building & carport roofs

- Plan needs to be compiled for repair date, cost and payment

## Spa

- Losing water, Vendor has been out to review, possible repairs needed

## Unit 107 repairs

- Three bids were reviewed by the Board for unit repairs. Motion was made and passed to proceed with NWMS bid.
- Owner of 107 was present with NWMS during unit walk through for bid assembly and will be notified of the Boards vote.

## Janitorial

- Three bids were reviewed by the Board for janitorial service. Motion was made and passed to terminate MainTech janitorial service in compliance with their current contract. Amazing Details janitorial was selected based on the bid provided with the addition of the mailbox and entry dusting/cleaning. Future maintenance services will be directed to NWMS and all work orders will first be approved by a member of the Board before authorizing.

## **9:00 PM Adjournment**

**2017 Board Meetings:** Apr. 19<sup>th</sup>, Jul. 19<sup>th</sup>, Oct. 18<sup>th</sup> at Trestle Office