

Approved

Darby Estates Condominium Owners Association

Community Club House

Open Meeting Minutes

May 18, 2015

Attendees:

Condominium Board Members

Jeff Duncan – President
Lawrence Wong – Treasurer
Rita Rukashaza – Secretary - Excused
Mona Hanson – Member-at-Large
Cheryl Grass – Member-at-Large

Access Real Estate Services

Rachel Long

The Board Meeting was called to order at 6:30 pm.

Treasurer Financial Report – As of April 30 2015

	28-Feb-15	31-Mar-15	30-Apr-15	Notes
Reserve Funds	\$546,724	\$556,191	\$566,307	
Operating Funds	\$72,145	\$66,794	\$92,039	
Aged A/R	\$57,210	\$8,387	\$8,429	
Over 90 Days	\$50,960	\$3,349	\$3,309	
Total Current Assets	\$676,079	\$631,372	\$666,775	Total asset decrease due to bad debt write offs in MAR

Management Report

1. **Outstanding work orders status** – One window needs work concerning a crank. Other work orders have been taken care of.
2. **Delinquency details report** – Three people over ninety days were not on the above report. Rachel spoke to two of them. One has provided full payment of over \$800. The second is to provide payment of over \$1,000 on Thursday. The last one for a little over \$400 has not returned the call/email. This person usually pays in full when he is alerted of a past due amount.
3. **Status of landscaping contractor action** – There is no update. Plantus Nativa apparently has been very busy and has not gotten back with a list of plantings to Northwest Ecological, the master landscaping plan contractor.

Old Business

1. **Window warranty responses from owners** – We have gotten a few more responses and Rachel would like to set up a meeting with the Board to go over the details. We need the details to include the costs in future budgets.
2. **Status of investigation into water usage in Building 500** – There is good news. Based on recent findings Rachel contacted the city of Bellingham. The representative came out and lifted the cover for the meter on Building 500. It was not continuously spinning so that means there is no ongoing leak. He tracked the usage for the month and projected it out. We will be back to the normal usage, based on his projection. Perhaps the letter that went out initiated some repairs by owners, but in any case, we

Approved

are now back on track. The letter that had been sent out was also sent to all other owners in order to save on water and costs.

3. **Dog waste maps** – The last week of April had 36 pickups of dog waste and the first week of May had 23, so it was better, but not good. Lawrence noted that the most pickups were right next to dog waste stations. It is hard to understand why the dog owners cannot pick up and put it in the nearby station.

New Business

1. **Signs for dumpster enclosures** – Patty Clifton came up with some good signs to be placed on each dumpster surround. She also got the regulations from the police department. The relevant code number will be added to the signs. A person can be prosecuted for illegal dumping. These include furniture, bulk items, remodeling materials, appliances, paint cans, hazardous materials and batteries. If we can identify the person(s) dumping the item(s), we will be able to prosecute them. The sign will state “Residents Only” for using the dumpsters. Access will send the Board the drafted sign for review and approval.
2. **Investigation into trees outside northwest corner of Darby Estates** – The Board decided to have the landscaping company remove the tree behind the northwest corner of the property that is destroying the curb on our property.
3. **Problem of signatures at Peoples Bank in order to receive statements** – Since the bank did not accept any documentation that Jeff took to the bank, Lawrence will go over to the bank and try to straighten out the issue.
4. **Possibility of limiting number of vehicles per unit (besides reserved spots for unit)** – It was felt that this should only be addressed if residents cannot find a parking space for their vehicle(s), but until then we cannot really do anything.
5. **Revision of House Rules and Regulations: smoking (# 11), pets (# 19 could be deleted as covered in # 14), remove 27 about keys** – It was suggested that we don't allow smoking in the planter beds. Lawrence noted that it should not just be about smoking, but should be that no one should be in those planter beds for any reason. It was suggested that there be an item in the regulations saying no loitering or entering into the planter beds. Numbers 14 and 19 should be combined. It was agreed that number 27 should be removed. Jeff volunteered to rewrite the numbers in question and to see where the planter bed issue can be added without adding a number.
6. **Revision of Resolution 2011-07: Pet Regulation Policy No. 5.d. about allowing pets on the lawns** – Jeff said he had the notes from the pet regulation meeting we had last year and he volunteered to summarize them and send them to the Board to remind everyone of the changes we wanted to make.
7. **Requesting bids for lawn care** – The Board has agreed to go out for bids on lawn care. Cheryl had pointed out previously that all contracts must be reviewed periodically and be rebid to make sure we are getting the best for our money. Rachel said she would send board members the current contract to see what could be revised or added. We need input from Northwest Ecological so we can define the needs incumbent to the person mowing lawns. Rachel felt that, since we have had a contract with the current lawn person for a number of years, we must let him know what we are not satisfied with in order to be fair to him. We will certainly allow him to submit a new bid, as that is part of the reason for doing this.

Owner Input

Donna W. spoke first on behalf of Betty S. She has a water problem in front of her condo, with standing water in the flower beds when we have a regular winter. It looks dry now

Approved

because we had a dry winter. Jeff noted that we have engaged a company with an entire landscaping plan that will address these issues.

Donna W. said she had a problem with a window lock for the last 8 years. She has other windows that won't close. The company has come to look at it but never returned. Jeff noted that we would be meeting within the next two weeks about all these window issues. She also complained about a shrub that covers her whole window so she can't see out of it. She requested that it be cut. Rachel said we can do that if the Board agrees, but it is so big that it will die if cut below the window, so we would have to cut it at ground level. It was also noted by a board member that some trees have gotten so big and are so close to the buildings that their branches are rubbing against second story windows. Since our current landscaping company does not have authority for anything over 12 feet, we may want to have an arborist involved in our new master landscaping plan to look at the trees and make suggestions. Another thing to consider for the 2016 budget is getting all plantings off the sides of the buildings so the buildings don't deteriorate. This should be part of the master plan.

Someone asked if they could grill on the balconies. She was told they could, provided the grill was far enough away from the vinyl siding. Also grilling must be only with gas or electricity, not charcoal.

A question was asked about the plantings in pots. This is not something that is done by the landscaper, and has been done by volunteers in the past. We do not always have enough volunteers. Donna W. suggested that if we can't find someone to water the pots regularly we either get rid of them or have the large bulbs with a tube that are filled with water and put upside down in the pots. They don't have to be replenished too often. She offered to send us the website where these items are sold.

Someone asked about the lights in the units and the replacement bulbs and ballasts. She was told that it is probably cheaper to replace the whole light socket to use regular bulbs but keep the rest of the fixture. Rachel will send her the name of several people who can do this replacement, as a large number of owners have made this replacement.

Sandi F. had an issue with a damaged light fixture that could have caused a fire in one of her rental units.

Sandi addressed the issue of people smoking on the rocks in the planter beds in front of the clubhouse, facing 504. She noted that it was her tenants who did this, and asked, if they need to be 25 feet from the building and not in the planter beds, where they could smoke. She suggested smoking areas. Jeff noted that there are sidewalks more than 25 feet from the buildings. Cheryl noted that many smoke by their cars or go under the car ports.

Sandi also noted that one of a woman who goes out to smoke has seen someone going from bush to bush following her, and she thinks she is being stalked. She was told this is a police matter. Someone suggested that she take pictures so she has some evidence for the police.

The meeting adjourned at 7:30 pm.

Submitted by
Rita Rukashaza, Secretary (based on recording of the meeting)

Next meeting: Monday, June 15, 2015 at 6:30 pm.