

Royal Arms (RA) Quarterly Board Meeting - Wednesday, June 25, 2014 - 6:30pm

RA HOA Board Members - Abby Smith, Marissa Brottman, Nancy Hillig, Charlie Alward & Jo Schilling

IPM - Colleen Rathka

RA Owners/residents - (see sign-in page from IPM)

6:34 - MEETING CALLED TO ORDER - (9 PEOPLE PRESENT)

AGENDA ITEMS

- ⊙ Introduced Colleen Rathka - RA's new IPM manager

- ⊙ Approval of Q1 2014 Minutes - Marissa motions to approve
 - Board approves minutes

- ⊙ Management Report
 - Fire escape decommissioning - Ed is busy and has not gotten Colleen the report.
 - Abby reminded group that Ed was consulting with the city before moving forward with decommissioning resolution & noted as long as we are moving forward with the process we did not have to meet the official testing date (April 2014).
 - Colleen notes she will talk with Ed again and follow up.
 - Trash Service was changed from Cloud Burst to Waste Management - the schedule for Trash is on Tuesday & Friday and Recycling is on Friday (Colleen notes they will pick another day for recycling).
 - Charlie notes that we need trash & recycling every Monday.
 - Colleen will look into this service to be done on Mondays.
 - Bob (maintenance) notes there is a "ballast replacement" that needs to be made outside of unit 510.
 - Irrigation system is needing repair, but Bob is troubleshooting with this problem & Colleen will keep us updated.
 - Colleen reports that she has not heard complaints of the marijuana smell since the last round of emails. Group notes that it is still ongoing, but not as strong of a smell. Due to shared vents it is difficult to determine the exact unit/source of the smoking.
 - Elevator Replacement - Colleen notes it is completed.
 - Insurance Renewal - Abby brings Colleen up to speed that RA needs the same coverage that we have now (including keeping earthquake insurance), but we want to get different bids to compare costs.
 - Colleen notes she will begin this process tomorrow (June 26th).
 - Collections Resolution & Fines Resolution - Abby inquires about board members' thoughts on the enforcement draft - Charlie motions to approve.
 - Board approves Fines & Enforcement Resolution Document
 - AirBnB - Group updated and informed Colleen of this situation. Abby notes process for this in the future for owners using AirBnB is to first give owner a notice, then give owner a fine(s). Abby notes if owner is a repeat offender they do not get a notice but instead are given an immediate fine.

© Budget Committee Report

- Financial Health Update - Charlie passed out budget document & reviewed budget (IPM has copy of these notes). Charlie also noted the elevator came out as budgeted.
- Charlie noted the budget items for following years:
 - 2015 - Elevator interior & etc. items around RA is scheduled
 - 2016 - bricks & ceiling will be scheduled

© House Committee Recap

- Rental cap - Brad gave updated report and noted it is \$1500 to have a drafted note to owners to vote on this issue. He reminds group the current rentals will be grandfathered in, and notes the positives to our building approving a rental cap.
 - Abby notes that a big hurdle is getting enough votes to make this draft cost worth it.
 - In past conversation, Laura noted to Brad with board permission he can be given access to owners contact info and can call (not just email/mail surveys/votes). Abby notes she does not feel comfortable giving out contact information without owners permission.
 - Suggestions made:
 - Colleen notes RA could add contact sheet when new owners go through IPM
 - Charlie notes door to door may be best
 - Colleen notes Survey Monkey may be an additional route.
 - Brad notes this conversation was a good starting point for house committee, and will continue this conversation with them.
- Bike room information is continuing to be worked on, but house committee is not prepared to update formally.
 - Collette notes there is an item in the bike room that has not been claimed in years, and she suggests it is discarded.
 - Colleen will send out an email to owners asking to claim item or it will be thrown out within 30 days from the date of Colleen's RA group email.
- Maureen inquires about smoking receptacle, and group notes it seems to be helping to keep the parking lot cleaner.
- A unit owner inquires about zone M parking permits, and Charlie gives brief update that the city has not selected this yet. This means the process, dates, and potential changes are still unknown.

© Unfinished business

- Plumbing study - CPS came out for drain problem & Laura had them do scope work then, however the board has not seen the report.
 - Colleen notes she will look into plumbing study findings & get back to the board.
- Abby reiterates that unit upgrades need to be approved through the board, and proper documents need to be completed before approval can be made.

7:15 - MEETING ADJOURNED