

Royal Arms (RA) Quarterly Board Meeting - September 24th, 2014 - 6:30pm

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

IPM - Lance Rundle

RA Owners/residents - Martin Amaya #104, Maureen Ross #314, Leah Aman #110, Kevin Kelly #401,

Antonella Aguilera #211, Mike Williams #408

6:37 - MEETING CALLED TO ORDER - (11 PEOPLE PRESENT)

- ⊙ Introduction of New Property Manager - Welcome Lance Rundle!
- ⊙ Approval of Q2 2014 Minutes
 - Motion to approve via email - Approved
 - Jo will resend June 25th notes to Board
- ⊙ New Board Member - Nominations
 - Charlie Nominates Martin Amaya & Nancy Seconds nomination - Approved
- ⊙ Management Report
 - Plumbing study update - Plumbing study from CPS was never done
 - Reliant has bid for \$1822 (less than $\frac{1}{2}$ of CPS's original bid) & Lance assures us the 2 bids from CPS & Reliant are almost exactly the same.
 - Lance will talk with Dave from Reliant about plumbing study and what RA needs are for the budget and adding "backflow preventer" study/plan for unit #110.
 - Charlie motions to approve plumbing study with Reliant (same bid or better) and to add "backflow preventer" to study/plan - Approved
 - AirBnB -
 - Unit on AirBnB has been sent 3 letters is now receiving \$100 fine
 - Unit #401 owner inquires about 30 day violation - He notes he often rents them out for 6-27 days but he has an original lease for 30 days.
 - Board & Lance reminds owner that the violation occurs if more than one person moves into the unit in less than 30 days. If a renter does not stay their full 30 day lease, then the unit cannot be rented out by a different owner for the remainder of the days.
 - Lance gives information about how AirBnB will make it tough for individuals to get loans to purchase a unit for sale.

- Owner of Unit 401 notes 8 other units in the building at rentals on AirBnB
- Board discusses amendment to bylaws about rental cap and difficulty to get 75% of the votes from owners. Lance notes he will send over a rental amendment to the bylaws from Envoy building for RA to look at.
- Lance suggests survey monkey is a resource to use to gain information from homeowners.
- Fire Escape Study - Lance will connect with Ed on the plans previously discussed with IPM for RA so we can move forward with the idea to take down the fire escape (rather than pay for the stress test & repairs).

© Budget Committee Report - Presented by Charlie & Charlie Passed out Status Update and presented the details of the budget.

- Charlie notes an overage on the budget and Lance informs us that next month RA will have a credit of the overage noted - it was doubled and will be credited back to RA.
- Elevator Budget Overages
 - IPM Filing system is behind and so Lance inquires what the overage bill was for. Options group recalls are call button, 5th floor button, doors not closing properly, or alarm needing to be reset. Lance will look into this bill once it is filed to review and inquire why the overage was not covered under the elevator project.
 - Charlie notes the plan with IPM is to contact the elevator company for any maintenance issues (instead of Bob) & Lance and Board agree moving forward we will contact Thyssen Krupp with any maintenance issues and servicing.
- Adjustment Payment to Developer discussed

© House Committee Recap - Presented By Maureen

- Amendment to bylaws about rental cap - House committee has not made progress on this issue, but they will continue to pursue this (see information on addition to their plan given above (survey monkey and amendment via Envoy property))
- Container Gardens - This job has fallen on Bob. The landscaping company was hired out (Vazquez) by Container Gardens and has since gone away from servicing our building (Last bill was January).
- New landscaping maintenance options - Lance notes he will prepare 3 bids for this.

- Role of Bob - Lance will look into Bob's service hours and duties. Lance & Board feel RA should hire out for specialty services or ask Bob for a bid in addition to other bids for projects/jobs around RA. Lance & the board feel that Bob needs a contract so RA & IPM has a scope for Bob on what projects he is scheduled to complete. Lance will ask Bob to draw up his contract and board will look it over and discuss approval at November meeting.
- Bike Room - Collette & Thomas want to pursue the bike room project. They suggested Thomas could supervise project while Bob completes project. Collete and Thomas have lost paperwork, but Lance will look through paperwork on bike room bid and plan so we can move forward. Board will look at this at November Meeting.

© Unfinished Business

- Unit Upgrade Approvals -
 - W& D 2nd floor Unit - Board wants to have plumbing study before approving instillation.
- Sewer Back-up Valve Resolution - see above & Lance notes regardless of plumbing study we will complete bids for this need in unit #110 with Dave at Reliant
- Smoking - Abby notes if you smell smoke, just Lance know.

© New Business

- NW Parking plan Update - Charlie presented and passed out notes on the plan

© Adjourn Meeting - 8:00

*UPCOMING HOA BOARD MEETING DATE: WEDNESDAY, NOV. 19TH, 2014 @6:30