

Washington Village Condominium Owners Association
Board of Directors Meeting
May 8, 2018
North Community Building

1. The meeting was called to order at 2:05 p.m. by President Vicky Hardy.
2. A quorum was confirmed by the Secretary; two members were five minutes late.
Present:
President – Vicky Hardy
Treasurer – Mike O’Neal
Secretary – Irene Rice filling in for Mary Deraitus who was out of town
Building Vice-Presidents:
 Cascade – Toni Meyers
 Olympia – Carolyn Rider (late due to plumbers)
 Pacific – Gary Crider
 Rainier – Mary Anne Campbell
 Winthrop – Yvonne Thomason (voting; late due to traffic); Jo Manning (in audience).
 Diane Edwards has resigned her position due to family illness.
Umbrella Board Representative – Irene Rice
3. No changes to the published agenda.
4. The Minutes from the April 11th meeting were approved without changes.
5. **The Providence Point Community Report** was given next by Cynthia Wirtz, PMO Operations Manager, to facilitate her return to the office. **(See attached for details)**
 - Our Place Project was completed with new paint, window treatments, rewiring, a new cabinet for the sound equipment, and acoustical sound treatments.
 - Annual commercial fire alarm inspections completed. Included were Forest, Highland, half of Garden and most of Washington Villages (not Winthrop); repairs are starting. Fire extinguisher services are ongoing for all villages.
 - 10 water leak events since 4/1: Center, Forest, Garden, Highland, and Hilltop. One is a master insurance claim due to involving two units and two garages.
 - The Town Hall pump failed; a new one has been ordered and will be installed.
 - Gutter cleaning and zinc application is going on in most villages. Some will be both gutters and zinc; others just zinc. All Villages should be completed by the end of May.
 - The White Elephant Sale committee is now storing donations in the Bus Barn; buses are being parked outside.
 - Maintenance has stored the ice melt: summer patio furniture has been put in place.
 - NLS is working on planter beds and yards, completing the full rotation of Villages, then will start over. For questions, please see your Grounds Representative, for the schedule.
7. **The Treasurer’s Report** was given by Michael O’Neal **(See attached for details)**
 - Reserve asset balance is \$398.1K due to a higher dedicated contribution to reserve fund, much higher Capital Contribution fees and “move-in” fees.
 - YTD reserve revenue is over budget and expenses are below budget. Favorable financial position makes this a good time for a Two-Year Garage Roof and Gutter Replacement Plan. All fourteen old garage roofs will be replaced by 2019, which addresses our Board

objectives to Improve Business Practices and Enhance Owner Investment Value.

- The financial projection showing how we can replace these roofs and gutters and not overly deplete our reserves is attached

8. Vice Presidents' Reports

- Cascade – Toni Meyer reported for Cascade Building. The building is full. The lattice in front of the building is rotting and needs replacement. There is concern about the AC needing servicing. Similar problems were mentioned in Rainier Building. She will contact Tim Boone for direction. They having weekly socials. Fencing around a unit's AC compressor is rotting; it is the resident's responsibility.
- Olympia – Carolyn Rider said that she was late for the meeting because the plumbers were finishing in her unit which was the last of the Olympia units to have the valve replacements. The project has gone smoothly. There are no vacant units in the building.
- Pacific – Gary Crider. New Resident orientation continues to be erratic. Residents moving in have added to the amount of trash but the dumpster didn't overflow. The courtyard is being used now that the weather is improving. The decreases in the lights in the garages has worked without problems. (See attached for details.)
- Rainier – Mary Ann Campbell for Rainier Building reported that all the units are full. Several residents have signed up for the Village Pizza Party in the newly refurbished "Our Place". The Cinco de Mayo potluck has been delayed until 5/25 due to other activities.
- Winthrop – Yvonne Thomason talked about the preparations for the "Belly band" residing project. Residents have removed their belonging from the 14 decks being resurfaced. The alcoves in the building have been used for storage. There is a pending sale on one unit.

9. Committee Reports

- Social – Toni Meyers spoke about the Village Pizza Party planned for 5/18 at 5pm in "Our Place". Surprise salad will be served since Romaine Lettuce is not available for the Caesar salad on the menu. Vicky Hardy reminded everyone of the Book Sale on June 1.
- Grounds – Jo Manning said there was meeting of the representatives from all the Villages. Gary Crider who will be taking on the WA Village Grounds Committee attended with her.
- Emergency Readiness – Marcia Siedschlag. Nothing to report.
- Welcoming – Susan Blake. New this month to the Village are one couple and one single person. She described the new orientation procedures and the \$100 reimbursement when the resident attends. The building welcoming person contacts the new resident after the group orientation. (See attached)
- Building Maintenance – Vicky Hardy. She said the High Risk Component project is resulting in 400 of the angle stop valves being replaced.
- Communiversity – Representative Barbara Beyers was not present to report.

10. Report of the Umbrella Board Representative – Irene Rice (See attached for details)

The second regular meeting for the month of April was held on April 24, 2018.

- Reviewed PMO responsibilities for the Operations Manager and the Facilities Manager.
- Ned Hubbard was approved as the Umbrella Treasurer.

Tim Boone's report:

- Still refurbishing of Our Place and the Fitness Room. The bollard lights are finished. Six water leaks this month. Projects in process in four Villages.

Grounds Committee by George Cone:

- Brainstorming for the 2019 Budget about changes to the financial responsibility of the Villages for landscaping. Changes of personal gardening agreements to alteration agreements for long term responsibility for those changes.
- The Compensation Committee has contracted with Asure Consulting to provide independent analysis on salary ranges appropriate for PMO staff positions and provide feedback on the competitiveness of the employee benefits package. Data was submitted April 20 and results are expected in one month.

The White Elephant Sale will be chaired by Jan Elmore.

Resident Remarks:

1. Concerns that the President's position has evolved to be so burdensome with the new management structure that no one will volunteer for it.
 2. Marie Cutshall spoke about second hand smoke and suggested that the whole community become smoke free.
- Continuing Improvement Program was emailed to all residents for feedback.
 - Code of Conduct was questioned. Revisions for the next meeting.
 - Chef Lynn's kitchen rental agreement reviewed and approved. Parking the van on the area in front of Town Hall patio was discussed.
 - Two additional members to the Governmental Affairs Committee approved.

The first regular meeting of the Umbrella Board for the month of May was 8th.

President Remarks:

- The Board has interviewed four legal firms. Decision to be presented at June 12 meeting.
- Response to Resident Remarks from the previous meeting:
 1. The Resident Maintenance Responsibility Policy should be more publicized.
 2. The remark that the Presidents' work is too burdensome for future volunteers. The managers are experienced and competent. There is more communication with them than before but no more expertise is required than previously.

Real Estate Committee Report was given by Ned Hubbard:

- Coldwell Banker has been given until Friday to respond. Contract is valid to June 30.

Tim Boone, Facilities Manager:

- Responded to the request for information on pavement in front of the Town Hall. Measurements indicate it is adequate for parking when needed. Basement walls do not have moisture leaking in from cracks in that pavement.

Unfinished Business:

- The Code of Conduct revisions presented. A motion to accept it was withdrawn after several objections. A committee was appointed to rework it.

New Business:

- Changes to the Age Restriction, Caregivers, and Guest Policy were approved. Guests can stay without the Resident being present, no short-term rentals are allowed and an appeal process for denials in an age waiver request were added.
- A suggestion to allow off site vendors to make presentations to PP residents for a fee was denied due to the conflict it would present to the nonprofit status of the community.

The meeting was adjourned and an executive session was held. The meeting was reconvened to review the action from the executive session on approval of an age waiver.

11. President's Report – Vicky Hardy (See attached for details)

Goal: Improve Business Practices

- Met with Treasurer Mike O'Neal resulting in clarified and correct invoices.
- Continued to monitor cleaning contract results; am working on a checklist to use on a weekly basis to confirm that tasks are being done; solicit feedback from VPs as to quality of the work
- Continuing to search for an Assistant Treasurer; still need to fill this slot.
- Audit management letter has been completed and signed and returned for the final document inclusion.

Goal: Enhance the Quality of Life in Washington Village

- Continue to meet monthly with the other Village Presidents and the Umbrella Board President and Vice-President (who is still serving as a Village President) to share mutual information. Discussions: "no smoking" and updates from the association lawyer; development of the church property, Bruce Eder will ask board/committees to more closely monitor this project.
- Managed the implementation of the valve replacement project for the owners including meetings; continue as liaison to Bellevue Plumbing.

Goal: Enhance Owner Investment Value

- Began working with PMO and the contractor on the Winthrop Belly band project; facilitated the placement of construction materials, work schedules and impact on residents; continued to monitor this important project, but chimney work has already begun!
- Discussed "no smoking" process with Village Presidents; information for discussion at Board Meeting. Anecdotal evidence supports enhanced value for units in no-smoking buildings.
- Hilltop Village joined the Capital Contribution Club to support their reserve fund with more than 80% approval on the owners' votes! This continuing source of new revenue helps improving our aging facilities.
- Participated with Mike O'Neal planning for garage roof/gutter replacements, and repairs.
- Continued to approve work orders and calls on common area problems; work on leaks.
- Scheduled an on-site Energy Audit of all buildings. Intern will be here all day taking temperatures, inventorying lighting and occupancy sensors, and doing other measurements to complete a tool that will allow us to track energy (electricity) going forward!

Break – Cookies were provided by Cascade Building, Toni Meyers

14. Residents' Remarks

- Jo Manning said of all the work she done over the years for this Village the best thing was getting Vicky to volunteer to be the president. There was a round of applause.
- Judy Struss asked if there had been consideration of adding gutter guards to the gutters when repairs to the garage roofs are being done. The response was that had been done in some other village with questionable outcome. It needs further investigation.
- June Miller reported seeing a near accident on 43rd at the entrance and asked about progress on a traffic light. The response was that it will be built soon. The PP President has been talking with the mayor of Issaquah. The project has been approved and there is funding for it. The entrance will be changed to accommodate the intersection.
- Mary Deraitus submitted her comments in an email regarding the construction next to Washington, Hilltop, and Highland Villages, which included links to the school district and a map. She experienced two years of heavy construction equipment 20 feet from her house and volunteered to share videos of what we're in for. The district is using a "quicker project delivery"; the map shows no buffer similar to the development by Garden Village. She stressed the need for the three Villages to band together and get involved as soon as possible. Main concerns are noise of construction, changing a view from trees to play fields and tennis courts (possibly with lights), and potential thefts from high school students, resulting in decrease in value of all units in the three Villages. **(See attached for details)**

15. Unfinished Business

- High Risk Component update: All the Units scheduled for plumbing work in Olympia and Winthrop Buildings have been completed. Work in the Rainier Building will start on 5/10.
- Newsletter remains under consideration. Mary Deraitus has asked for building VPs to ask residents for feedback regarding what they'd like to be in it.
- A motion was made seconded and unanimously approved to ask the Facilities Manager to get bids on repair of 8 garage roofs with gutter and downspout replacement and repair of the fascia needed to support the gutters as well as gutter, downspout and fascia repair on 6 garage roofs that have previously been replaced.

16. New Business

- Non-Smoking status was discussed in the Rainier Building and the preference was to approach it from a Village prospective which would involve a change in the Village Declarations with a 90% approval rate required. Winthrop Building wants a non-smoking designation but has one smoker. The Olympia Building has agreed that a Village approach was preferred. Cascade Building has not made a group decision but there are no smokers. Pacific Building has 1 or 2 smokers and have only discussed the issue informally. There is interest if the smokers could have a grandfather waiver. The issue will continue in Building Meetings discussion. Approval of 163 units of 181 would be required for a 90% agreement.
- Two alterations applications were considered:
 - Cascade Building, Unit #214, George and Zoe Melendez asked for approval to rewire the cable connection which will require cable on the outside of the building. A motion was made, seconded and unanimously approved to authorize the change.
 - Olympia Building, Unit # 203, Bill and Judy Berry asked for approval of their plan

to install vinyl flooring in the entry, kitchen, hallway and guest bath. A motion was made, seconded and unanimously approved to authorize the change.

- Information was shared with the BOD and those in attendance about plans of the Issaquah School District to construct two schools on the property adjacent to Washington Village. Highland Village and Hilltop Villages are also touched by the construction. The work is expected to be complete in three years. The Umbrella Association Government Affairs Committee will be seeking more information from the School District on the project. The layout of the project is available on School District website.

The meeting was adjourned at 4:15 PM.

Respectfully submitted by

Irene Rice, Acting Secretary for Mary Deraitus

Next Meeting: June 13, 2018 2:00 North Community Building

PROPERTY MANAGEMENT OFFICE REPORT – See above for summary

Submitted by Cynthia Wirtz

May 2018

1. The Our Place Project was completed and the grand reopening “reveal” was on Tuesday, May 8th. You should stop by and take a look when it’s convenient. The project involved new paint, new window treatments in half of the windows, the rewiring of the lights and sound system with a new cabinet for the sound equipment, and acoustical sound treatments.
2. The annual fire alarm inspections have been completed, and now the repairs are starting on the items that were identified. This is for the commercial fire alarm system which is Forest, Highland, half of Garden and most of Washington Villages (not Winthrop building). Fire extinguisher services are ongoing for all villages now.
3. Since April 1st, there have been 10 water leak events. Two were in Center (a toilet connection and a foot drain), two in Forest (a bathroom sink and the other one is still being investigated but appears initially to be a roof leak), two in Garden (a roof leak and the other is still being investigated), two in Highland (a roof leak and ground water intrusion), and two in Hilltop (a window leak and a foundation leak). The toilet connection leak is a master insurance claim due to involving two units and two garages.
4. The pump in the water feature by Town Hall failed and a new one has been ordered. Once received, it will be installed.
5. Gutter cleaning and zinc application is going on in most villages: Center Village has been completed and the contractors are now working in Meadow Village, then to Garden Village. After Garden, it will be Highland Village which will be zinc application only. Next will be Washington Village which will be both gutters and zinc. Hilltop Village will be zinc only. And lastly, Forest Village, which will be gutters and zinc. All villages should be completed by the end of May or thereabouts.
6. The Bus Barn has been cleaned out, the buses are being stored outside, and the White Elephant Sale committee is now storing donations there.
7. Maintenance has picked up the ice melt at all of the buildings and put it away; the summer patio furniture has been taken out of storage and put in place.
8. NLS is still working on the planter beds and yards. This week they are in Hilltop Village (week of May 7th), next week (week of May 14th) will be upper Center, which will complete the full rotation of villages. NLS then starts over again. If you have any questions, please see your Grounds Representative; they have the NLS schedule.

End of Report

TREASURER’S REPORT – See above for summary

Washington Village Treasurer’s Report Through April 30, 2018

In this report, I will summarize finances for the Village for the month and provide known and projected revenues and expenses for 2018. Reserve revenue and expenses will be highlighted with regard to my two year garage roof and gutter replacement plan

General Comments:

Our reserve asset balance may be the highest ever at \$398.1K. This is due to a higher dedicated

contribution to reserve fund, much higher Capital Contribution fees and a small but increasing “move-in” fees.

Operating expenses are tracking per budget. YTD reserve revenue is over budget and expenses are below budget. Because of this favorable financial position, I’m proposing a Two-Year Garage Roof and Gutter Replacement Plan. Under this plan, all fourteen old garage roofs will be replaced by 2019 using the same roofing material used in the village in past years.

This plan addresses two of our most important Board objectives as follows:

1. Improve Business Practices.

This plan has a measurable goal and benefit to our community. It involves planning for our needs so that our maintenance requirements are projected and prioritized.

2. Enhance Owner Investment Value.

I believe this is our #1 objective of our Village and is the prime reason to do this. This project is also overdue and will positively impact our home values.

The financial projection showing how we can replace these roofs and gutters and not overly deplete our reserves is attached (Attach 1).

Roof Bidding Guidelines is also attached (Attach 2).

Respectfully Submitted,
Michael N. O’Neal
May 8, 2018

Two Year Garage Roofs and Gutters Replacement Plan, 2018 & 2019

1. Enhance property value.

The poorly patched roofs adjacent to Cascade, Rainier and Pacific “stick out” in a bad way compared to any other buildings in Providence Point. Replacing these roofs over the two fiscal years will “Enhance Owner Investment Value”.

2. Reserve funding is available to address this pressing need without an assessment. In fact, our 2018 year-end reserve balance will increase compared to the 2017 reserve balance of \$326K, despite instituting this two year plan to replace damaged roofs and gutters. Projected fiscal year Reserve asset value should be about \$380K, or about \$54 k higher.

Reserve expenses and revenue projections for Year-End 2018:

Projected Reserve revenue

Asset revenue as of 30 April 2018 \$398.1 K

Projected Additional Revenue per month for the next 8 months

Transfer from operating, fixed \$25.6 K/mo
Capital Contribution fee, low estimate based on YTD average +\$8.0 K/mo
\$33.6 K/mo

\$33.6K x 8 mo = \$268.8 (a conservative figure)	<u>+\$268.8 K</u>
Total projected reserve revenue in 2018	\$ 666.9K

Projected Reserve Expense

Projected additional reserve expenses thru December 2018

(YTD reserve expenses of \$57.4 K are debited)

- | | |
|---|----------|
| 1. Belly Band project | \$117.9K |
| (down payment of \$50.1K of \$168.0K total expensed in April) | |
| 2. Replace eight garage roofs as follows: | |
| Four Pacific, one Rainier and three Cascade | |
| Average for six or eight car garage roofs based on | |
| historical data (2015 thru 2017) is \$12.1 K per garage roof | |
| \$12.1K x 8 = \$96.8 | \$96.8K |
| 3. a. Replacement of garage gutters in tandem with | |
| eight garage roofs in bldg 110, 111,& 112: | |
| \$1.6K x 8 = \$12.8K | \$12.8K |
| b. Replacement of six garage gutters for Bldg 54: | |
| \$1.6 x 6= \$9.6K | \$9.6K |
| 4. Other unanticipated reserve expenses for 2018 | \$50.0 K |

SUBTOTAL 1 thru 4 = \$287.1K - \$287.1K

Projected 2018 year end Reserve Revenue Balance \$379.8K

I believe these projections are conservative.

Atch 1

Washington Village Roofing Replacement Bidding Criteria & Guidelines – Attach 2

May 8, 2018

We are implementing a two year replacement plan for all the remaining old garage roofs in our Village. We have 14 old garage roofs and only four new ones, which are attached to bldg 110 and 111. Bldg 112 has no new roofs. We are planning to replace eight garage roofs this year and six in 2019, to complete this project. By doing so over two years, we will keep our reserve assets at reasonable and/or even higher levels than these assets were at fiscal year end 2017.

Requested bidding guidelines for roof replacements in 2018.

1. Minimum of three competitive bids from reputable roofing contractors.
2. Suggest that request for bids be sent to five roofing contractors, in order to insure at least three competitive bids.

3. PMO will provide all required bidding “boilerplate”, including, but not limited to, suggested liability insurance limits and Workmen’s Compensation insurance.
4. All responsive bidders will provide a minimum of two references for similar roofing projects.
5. Washington Village representatives will be provided a chance to review prepared bid documents prior to mailing.
6. New roofs must match, as closely as possible, those roofs replaced in the last few years. Responsive bidders will provide proof of “matching” compliance. PMO provided part number and description of previously installed roofing material would be very helpful in this regard.
7. While the final decision regarding bid acceptance belongs to our village, any PMO recommendations regarding bids received will be greatly appreciated.

Michael N. O’Neal
Washington Village Treasurer
Atch 2

BUILDING VP REPORTS – See above for summary

PACIFIC – Gary Crider

PROBLEMS

New Owner Notification – continues to be erratic, though we received one owner name plate within several days of her arrival. This demonstrates it is doable but the process needs to be documented and implemented for all new owners. Timing seems less important than it is, because of the positive image created (about Providence Point, our Village, and Building) with new residents.

Building Occupancy – All units are sold and residents have moved in.

Social Activities – Monthly Potluck Dinners, Quarterly Birthday Celebrations, and Weekly Saturday At The Movies remain most popular. As the weather improves the “Sunset patio” social gatherings are growing larger, contributing to congestion at our back door.

Special Activities / Interests – Residents remain pleased with the **smaller LED bulbs installed in our garage light fixtures**, and at our two side entrances in the patio area. Residents are aware of the plan to engage Rose Palomo in exploring additional electrical conservation opportunities, and wonder when she will begin the process.

All in town residents have been visited by Don Oelschlager, to discuss their estimated **High Risk Component replacement costs** and to answer their question. An email copy was sent to all residents that are out of town. A letter explaining the **water shut off plan and the plumber’s schedule** was distributed via email and by hand to residents on May 6th, and everyone is scheduled to be available as required on the 17th and 18th.

Pacific Building Garage Assessment Walkthrough is complete, confirming the maintenance task is greater than anticipated. We believe reserves should be used to complete as much of the required work as possible this year, using caution to maintain adequate reserve levels for emergency needs. Continuing past practices of reactive maintenance rather than proactive

maintenance will increase structural damage, increase costs, and turn more prospective buyers away.

Response to requested **suggestions for Village Newsletter content** is less than anticipated but the suggestions received seem very good. While some content may be repeated from issue to issue, the overall message is to keep it flexible, focused on actions and progress, to keep it informative and interesting. Specific topics will be shared during the meeting discussion.

COMMITTEE REPORTS – See above for summary

Welcoming – Susan Blake. One new person and two couples moved into Washington Village last month from Surprise Arizona, Istanbul and Gresham Oregon

Attended two Welcoming committee meetings concerning the new roll out of new welcoming procedures

Victoria will no longer be doing individual orientations There will now be a twice a month, day time and evening, 2-1/2 hour Welcome and Maintenance Orientation broken into two parts given by Victoria and Nancy post. Name tags and a packet of materials will be handed out then. The \$100 deposit collected at closing will be reimbursed to owner once orientation is completed.

PMO coordinator notifies Welcome committee who then schedules meeting with new owner to review additional welcome committee material

Building Maintenance – Vicky Hardy. Details were included in the President's Report.

UMBRELLA BOARD Alternate REPRESENTATIVE REPORT — Irene Rice. See above for summary)

The second regular meeting for the month of April was held on April 24, 2018.

- There was a review of the PMO responsibilities for the Operations Manager and the Facilities Manager'
- Ned Hubbard was approved as the Umbrella Treasurer.
- Tim Boone's report:
 - The refurbishing of Our Place and the Fitness Room are still in process.
 - The bollard lights at the NCB and the Clubhouse are finished.
 - 6 water leaks this month. Two were owner responsibly.
 - Projects in process in Center, Forrest, Garden, and Highland Villages.

Grounds Committee by George Cone spoke of brainstorming for the 2019 Budget about changes to the financial responsibility of the Villages for landscaping. Changes of personal gardening agreements to alteration agreements for long term responsibility for those changes.

The Communications committee has contracted with Asure Consulting to provide independent analysis on salary ranges appropriate for PMO staff positions and provide feedback on the competitiveness of the employee benefits package. Data was submitted April 20 and results are expected in one month.

The White Elephant Sale will be chaired by Jan Elmore. Collecting to begin on May 1.

Resident Remarks: 1. Concerns that the President's position has evolved to be so burdensome with the new management structure that no one will volunteer for it. 2. Marie Cutshall spoke about the toxicity of second hand smoke. She suggested that the whole community become smoke free.

Continuing Improvement Program documentation has been sent by email to all of the residents of PP asking for feedback.

A new version of the Code of Conduct was presented. Some of the language was questioned. It

will come back to the next regular meeting.

Chef Lynn's contract for the commercial kitchen Rental agreement was reviewed and approved. Parking the van on the area in front of town Hall that was constructed as a patio and not a driveway was discussed.

Two additional members to the Governmental Affairs Committee were approved.

The first regular meeting of the Umbrella Board for the month of May was held on the 8th.

President Remarks:

- The Board has interviewed attorneys from 4 legal firms to determine the best fit for the needs of the community. A decision will be made at the June 12 meeting.
- Response to Resident Remarks from the previous meeting.

The Resident Maintenance Responsibility Policy should be more publicized.

The remark that the Presidents' work is too burdensome for future volunteers. The managers are experienced and competent. There is more communication with them than before but no more expertise is required than previously.

Real Estate Committee Report: Ned Hubbard Coldwell Banker has not responded to the committee's request and has been given until Friday. The contract for that office space is valid through June 30.

Tim Boone, Facilities Manager, responded to the request for more information on the sidewalk and patio in front of the Town Hall. He measured the depth of the pavement and it is 6" which means that it is adequate to support parking when it is needed. He also checked the basement walls for any indication of moisture leaking in from the cracks in that pavement. There was none.

Unfinished Business: The Code of Conduct had been revised since the last discussion. A motion to accept it was withdrawn after several objections. A committee has been appointed to rework the Policy.

New Business:

- Changes to the Age Restriction, Caregivers, and Guest Policy were approved. Guests can stay without the Resident being present, no short-term rentals are allowed and an appeal process for denials in an age waiver request were added.
- A suggestion to allow off site vendors to make presentations to PP residents for a fee was denied due to the conflict it would present to the nonprofit status of the community.

The meeting was adjourned and an executive session was held. The meeting was reconvened to review the action from the executive session on approval of an age waiver.

PRESIDENT'S REPORT/REMARKS – VICKY HARDY

May 2018

Goal: Improve Business Practices

- Met with Treasurer Mike O'Neal to review all invoices for payment; supported the Treasurer in this review, resulting in clarified and correct invoices.
- Continued to monitor the cleaning contract results; am working on a checklist that can be used in each building on a weekly basis to confirm that specific required tasks are being done; continue to solicit feedback from the building VPs as to the quality of the work completed in each building, especially with the new cleaning crew in place.
- Continuing to search for an Assistant Treasurer; still need to fill this slot.
- Audit management letter has been completed and signed and returned for the final document inclusion.

Goal: Enhance the Quality of Life in Washington Village

- Continue to meet monthly with the other Village Presidents and the Umbrella Board President and Vice-President (who is still serving as a Village President) to share mutual information. This month, discussed at length the implementation of “no smoking” in village buildings; shared the updated information received by WA Village from the association lawyer. The issue could be complicated by the potential hire of a new law firm which is on the agenda for the June Umbrella Board meeting. Also discussed at length was the progress of the development of the church property which directly abuts three villages. Bruce Eder will ask the Government Affairs Committee of the Umbrella Board to put this on their agenda, reach out to the Issaquah School Board for information and contact, and to more closely monitor this project.
- Managed the implementation of the valve replacement project for the owners including meeting with PMO, Bellevue Plumbing, notifying all owners of the project, and monitoring the execution of the schedule and its changes; continuing to serve as liaison to Bellevue Plumbing through the project.

Goal: Enhance Owner Investment Value

- Began working with PMO and the contractor on the implementation of the Winthrop Belly band project; facilitated the placement of construction materials, notification of work schedules and impact on residents; continued to monitor the start-up of this important project will officially begin on May 14th, but chimney work has already begun!
- Discussed “no smoking” process with other Village Presidents; will have information for discussion at Board Meeting on May 9th. Anecdotal evidence continues to support enhanced value for units in no-smoking buildings.
- Hilltop Village has joined the Capital Contribution Club to support their reserve fund; there was more than 80% approval on the owners’ votes! This continuing source of new revenue is a great help to improving our aging facilities.
- Participated with Mike O’Neal in the evaluation and planning for garage roof replacements, and garage gutter repairs.
- Continued to approve work orders and made calls that addressed common area problems; also addressed continuing work on leaks.
- Scheduled an on-site Energy Audit of all buildings on May 15th. Our intern from South Seattle College Rose Palomo, will be here all day taking temperatures in the buildings, inventorying lighting and occupancy sensors, and doing other measurements to complete our Portfolio Manager profile, a tool that will allow us to track energy (electricity) going forward!

Respectfully submitted:
Vicky Hardy, President

RESIDENT’S NOTES

Mary Deraitus submitted her comments in writing prior to the meeting as she was out of town that day:

This was in the May "Forest Villager" newsletter: "I recently drove into the City Church property to view the destruction progress. All the windows have been removed from the complex except the stained glass in the chapel. Dumpsters are there in addition to a construction shed. What is to be on the property? Last week this drawing popped up on the Issaquah School District

web page..." Here is that link:

<https://www.issaquah.wednet.edu/district/departments/CapProjects/Projects/new-high-school-4>
Scroll down and you'll see a tiny map. Click on that and it'll bring up a larger version. I've also attached a version to this email.

As you can see, Washington Village is very impacted by the current design. Is it too early to get involved in the process? A group of us looked at the map and someone said "Oh, well, that's a ways down the line. We don't have to do anything now." No. Estimated completion is three years from now!

I lived through two years of earth-moving and pounding equipment 20 feet from my bedroom when I had my house. We were only two houses and the city council and planning department didn't do anything with our input, even with their constant reassurance. (I have videos of the equipment working if you'd like to hear and see what we're in for.)

In this case, because three out of five Villages will be impacted, we can have significant influence on what will happen. And we need to get involved as soon as possible, because they'll be using a "Progressive Design/Build process". It "brings the designer and builder team on earlier" and "allows design work to begin sooner with the District involved in the design process from the very start", as well as "quicker project delivery", and "the ability to start portions of the work early". <https://www.issaquah.wednet.edu/district/departments/CapProjects/design-build>

This is very scary stuff, both for us living through it, but ESPECIALLY how it will impact our property values!!!

Points:

- Without a buffer, the majority of our Villages will be impacted by lights and noise from sports fields. The developer by Garden Village tore out all vegetation to our property line, too.
- Three Washington Village buildings will face out onto buildings, sports fields, and lights. (Mine is one of those. If yours isn't, you might not want to get involved, but think of it this way: my value will go down. If mine does, so will yours.)
- Hilltop will be impacted by noise and vibration by the construction of the underground parking under the football field.
- Hilltop might get to keep some softballs from the way that field is facing.
- Highland Village and probably our Olympia building will be affected by the SIX tennis court lights.
- Although we're in an incredibly safe community, there are occasional thefts. High-schoolers being high-schoolers, it's common sense that an increase in theft will be an issue. There's no information yet as to what type of fence will be built.

While there is communication between Providence Point and the school district, it's important to let everyone know about this ASAP. That way we can work together as a larger group to make our voices heard - maybe louder as students cheering from the stands in the football field!

