July 28, 2025

Called to order 6:36

**Summary of Action Items**

Juan to do an estimate of rental units by checking offsite addresses

Juan to follow up with landscaping regarding keeping stairwells free of greenery and branches

Juan to follow up with landscaping regarding leaking sprinkler in planter area at base of stairs for 15-102

Curtis to send in receipts for reimbursement for fixing sprinkler head in front of his building as well as tools for clearing 118th

Kris to ask Sean to include the automatic lights on the buildings in his inventory when he checks security lights, so we can see if any are out

Juan to contact owners who had their garages broken into to ask them to take their own photos of potential damage

Trestle to react to complaints of no responses to emails from residents

Prof to draft a notice with more info on how to pay assessment

Juan to forward messages regarding when the $150 processing fee was agreed upon

Board to review the current draft of rules revisions to see if we need to meet about it again or if we can move forward with it

Nicole to schedule fire inspections

**Full Notes**

Open Forum

* Elizabeth asks how many units are rented vs owned. 27 reported as rentals, but not all homeowners reports. **Action Item: Juan will do a better estimate by checking offsite addresses**
* Kris – Building 1 301, Sarah mentioned that she’d emailed Juan several times about branches blocking her stairs. Kris just went ahead and cut them down and left them for landscaping. Juan says he forwarded the requests to Landscaping but apparently it didn’t get through. Kris asks if landscaping should be clearing the stairwells? **Action item: Juan to follow up with landscaping**
* Jim has issue with sprinkler with planter area at base of stairs (15-102), might be leaking, water seeps into drain in front door. **Action item: Juan to follow up with landscaping**
* Elizabeth asks about parking permit status. Juan explained the process about maintaining them. Noting there’s a gap in the permit number order, recording as they are discovered. Jim wants to know because people have been parking up near 15 without moving for a long time. Curtis mentions our limit is 45 days
* Curtis asks to add a sprinkler head to the west side of building 7 (himself), east side of building replace to irrigation system, and replacing the rhododendron that died (with native variety). asks board for permission not to exceed $150. Noted that planter areas in front of most buildings are dying, they may not be getting water. Juan says this can be expensed directly to Trestle for reimbursement as long as it’s below that amount. **Action item: Curtis send in receipts for reimbursement**
* Kris asked for hours on brush clearing – 2 hours for line trimming, Labormax 5-6 hours for raking up debris, probably wouldn’t take that much in the future.
* Prof asks if we can now get Eastside to maintain the 118th parking. Weed whacking only, no raking needing. **Action Item**: **Juan to make sure wording requesting this is** VERY specific.
* Kris asks if we renew every year or if it’s month to month? Juan says it’s auto-renew unless there are big questions or changes. Kris asks that before next renewal we get it included in the contract.
* Andrea: exterior light at landing. Will put in a maintenance request but wonders if more are out are around the property. **Action item: Kris will ask Sean to include this in his inventory of security lights**
* Kris: can we contact unit honors from garage break-ins to get their own photos of damage? **Action Item: Juan to contact owners**
* Regarding garages, Curtis noted that he talked to one owner with damage but it came from backing him backing into garage, so it may be difficult to tell what’s actually due to break-in. Jim mentioned access plate in center of garage door (contractor recommended seal for door, and add board to track to keep it so you can’t reach the manual button) **Action Item: Curtis to draft email with protection recommendations that we can send to residents.**
* Sean mentioned that he’s not getting responses to the Trestle email, and no callbacks. Sara is having the same issue. Disappointed with lack of response. Plumbing question: wants to be pro-active to plan for repairs and failures. Juan: can do an inspection for polybutelene to be replaced. Curtis notes that this is a bigger issue because it involves breaking down walls. **Action Item: Trestle be better at responding to their emails.**

Minutes

* **Action Item: Prof to put past minutes on portal**

Financial

* See agenda
* Special assessment question: If you pay off early, is the amount in the spreadsheet the payoff amount? Yes
* Will show up in portal, will show monthly amount, but can pay whole amount on portal. **Action Item: Prof to draft email and give to Juan to send to residents. Communicate the following for residents**
  + Explain that only monthly amount will show on portal but you can manually pay full amount by choosing specific payment.
  + Contact Trestle to notify so they can update the payment (note that payoff fee for $150 will show up the next month)
  + For monthly, if the checkmark says “pay my full balance” it will automatically include it. If not, will need to pay it manually or set up an autopay specifically for the assessment fee.
  + Wording in letter is unclear, makes it sound like $150 isn’t required unless you pay after November. Clarify. **Action Items: Juan to forward messages about where this was agreed.**
  + If you have any questions and want to discuss the process directly with Trestle

Old Business

* Seal Coat: Will do quality control check after it’s finished before issuing final payment
* Stein Claim: No updates
* Rules update: no updates. **Action Item**: Board to review the current draft to see if a meeting is needed or if we can go ahead and pull the trigger.
* Steadfast to look at areas in need of repair: no update
* Building 6 repairs. Steadfast bid accepted, process started
* Building 15-16, compressor inspections and deficiency inspection. **Action Item:** Nicole to get this scheduled.
  + Action Item: Juan to follow up on details for annual inspections from fire department. Primary concern is getting sufficient 30 day notice.

New Business

* Reserve Study Company bids
  + Board motions to approve Association Reserves pending answer that they don’t charge for edits. Action Item: Juan to send out for signatures

Open Session adjourned 7:51