AGENDA Board of Directors Meeting SEACLIFF PLAZA CONDOMINIUM HOMEOWNERS ASSOCIATION January 21st, 2021

MEMBERS PRESENT
EXCUSED:
CALL TO ORDER:
PREVIOUS MINUTES: September 17 th , 2020
REPORTS:
Financials: December 31st, 2020
OLD BUSINESS:
1. Popeye Asphalt Project:

3. Update on Architectural Ideas for Improving Property:

2. Arctic Entryways:

4.	Signage:						
5.	Security:						
6.	Roofs:						
7.	Tree Trimming:						
8.	Heat Trace Building E:						
NEW BUSINESS:							
EXECUTIVE SESSION:							
NEXT	MEETING:						
ADJOI	JRNMENT:						

Minutes

Board of Directors Meeting SEACLIFF PLAZA CONDOMINIUM HOMEOWNERS ASSOCIATION

SEPTEMBER 17TH, 2020

MEMBERS PRESENT: Board members present were Laura Eakes, Mike Tickle, Tom Reed, Jeanne Bates and James Sanders. Ally Tomi was the only homeowner present. Representing Snow's

Management, Inc. was Stephanie Conkey.

EXCUSED: N/A

CALL TO ORDER: The meeting was called to order at 6:02 p.m. and was held via Zoom.

APPOINT OFFICERS: Officers were appointed as follows:

President: Mike Tickle

Vice President: Jeanne Bates

Treasurer: James Sanders

Secretary: Laura Eakes

Director: Tom Reed

PREVIOUS MINUTES: The June 18th, 2020 meeting minutes were presented for approval. Jeanne Bates made a motion to approve the meeting minutes. James Sanders seconded the motion, all in favor, and the motion carried.

REPORTS:

Financials: The August 31st, 2020 financials were reviewed. Tom Reed made a motion to approve \$15.00 dollar dues increase starting January 1st, 2021. Jeanne Bates seconded the motion, all in favor, and the motion carried. A special assessment may be implemented later on in the year to cover the net loss year to date.

OLD BUSINESS:

- Popeye Asphalt Project: Tabled until further notice. Jeanne Bates will forward her handyman's contact info, so the Association can receive a quote from him for repairing the asphalt hole to the right-hand side of the entrance.
- 2. Arctic Entryways: Tabled until further notice.
- 3. Update on Architectural Ideas for Improving Property: Ally Tomi reported that she has met with Icefall Architecture and Signature Roofing to discuss upgrading Seacliff's roofs and general appeal. Z architects is also going to send in a proposal. Icefall Architecture proposed working with the committee to compete a full comprehensive architectural upgrade plan for \$5,000. This proposal will be discussed at the next Board of Directors meeting. Signature Roofing proposed re-roofing each building for \$129,800. This proposal will also be discussed at the next Board of Directors meeting. Signature Roofing communicated with Ally Tomi that Seacliff Plaza's insulation RH factor is at a 12 and is supposed to be at RH 30. However, it was noted that each building might be different, so we need to have each building tested. Tomi will ask a representative from Signature to attend the January 21st, 2021 Board meeting.

NEW BUSINESS:

Signage: To help deter criminals, the Board wants to put up more signs that state 1. You are under surveillance 2. We have the right to I.D you and report you for trespassing. They need to be large and visible to all visitors. Before moving forward, Snow's will run this by Shane Osowski.

Security: There have been many instances of unwanted visitors parking at Seacliff Plaza to look at the sunset or using the parking lot as a turn around point. The Board would like to look into possibly putting a gate up front by the entrance. Jeanne Bates will do research on gated communities and how they have set up their system. She will report back at the next BOD meeting.

Exterior Faucet Winter Prep: Tom Reed will complete the outside winter prep and put all the spigot covers on before October 1st. *Snow's will send out a newsletter with Fall reminders.

Spray for Spiders: Completed on September 14th.

Gutter Cleaning: Spit Shine Gutter Cleaning provided a proposal for cleaning all the gutters on the property for \$1,560.00. A motion was made to approve the proposal. The motion was seconded, all in favor, and the motion carried.

Tree Trimming and Bluff Maintenance: Mike Tickle will call Paul's Tree Service to set up a time to meet on the property to discuss tree trimming around the entire property, including the bluff.

**Laura Eakes is going to investigate options on selling the right side of the bluff/flat lands to Seacliff Terrace or to the State of Alaska. This will help Seacliff Plaza cut costs on maintenance, but it would also help the Association pay for the cost of replacing the roofs.

EXECUTIVE SESSION: The delinquency report was reviewed.

NEXT MEETING: The next meeting is scheduled for January 21st, 2020 at 6:00 p.m.

ADJOURNMENT: With no further business to discuss, the meeting adjourned at 7:16 p.m.

Respectfully,

Stephanie Conkey

Association Manager

Seacliff Plaza Condominium Association

Page: 1

Balance Sheet As of 12/31/20

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NR Checking Northrim Savings Short Term Investments \$ 25,442.29 281,932.69 11.25

TOTAL ASSETS

\$ 307,386.23 ===========

\$ 307,386.23

LIABILITIES & EQUITY

CURRENT LIABILITIES:

TOTAL LIABILITIES & EQUITY

Subtotal Current Liab.		\$.00
RESERVES:		
Roof Reserve	\$ 154,174.84	
Asphalt Reserve	92,420.14	
Exterior Paint Reserve	16,528.17	
Carpet Reserve	5,542.16	
Insurance Deductible	10,000.00	
Carpet Reserve	159.48	
Carport Roof Reserve	18,692.92	
Contingency Reserve	29,851.56	
Subtotal Reserves	Market Committee of the	\$ 327,369.27
EQUITY:		
Current Year Net Income/(Loss)	\$ (19,983.04)	:
Subtotal Equity		\$ (19,983.04)

Income/Expense Statement Period: 12/01/20 to 12/31/20

Accoun		Current Actual	Year-To-Date Actual
INCOME:			The Committee of the Co
41000	Associations Dues	9,155.00	47,425.00
43000	Late Fee Income	.00	60.00
43075	Attorney Income	.00	300.00
43080	Work Order Income	.00	1,285.00
43330	Processing Fee Income	.00	60.00
45000	Interest Income	16.64	90.59
	Subtotal Income	9,171.64	49,220.59
		EXPENSES	
Operating I	Expenses		
51000	Administrative	.00	30.00
51100	Management Fees	540.00	2,700.00
51160	Legal-General	.00	300.00
51400	Insurance Expense	.00	11,280.50
52250	Water	787.88	
52260	Sewer	970.26	3,939.40 4,851.30
52300	Refuse Service	550.06	
52400	Electric	148.75	2,750.30 829.29
53200	Building Maintenance	571.00	
53310	Summer Grounds Maintenance	.00	21,987.69
53520	Winter Grounds Maintenance	1,140.00	4,130.00 4,335.00
	Operating Expenses	4,707.95	57,133.48
Reserve Ex	xpenses		
61100	Roof Reserve	1,058.88	5,294.40
61310	Asphalt Reserve	757.10	3,777.97
61420	Exterior Paint Reserve	403.12	2,015.61
61700	Carpet Reserve	39.87	159.48
61750	Carport Roof Reserve	164.88	822.69
	Reserve Expenses	2,423.85	12,070.15
	TOTAL EXPENSES	7,131.80	69,203.63
	Current Year Net Income/(loss	2,039.84	(19,983.04)

Seacliff Plaza Condominium Association

Income/Expense Statement Period: 12/01/20 to 12/31/20

Accour	filigi dan mengalan bilang bilang bilang dan seb	Actual	Budget	Variance	Actual	Budget	Variance	Budge
INCOME						om to the sale of the models and an	munik indinaksan dimbakabbi.	us i deti a de 141 i duel desirio. Pe
41000	Associations Dues	9,155.00	9,125.26	29.74	47,425.00	45,626.30	1,798.70	109,503.14
13000	Late Fee Income	.00	.00	.00.	60.00	.00	60.00	.00
13075	Attorney Income	.00	.00	.00.	300.00	.00	300.00	.0.
13080	Work Order Income	.00	.00	.00	1,285.00	.00	1,285.00	.0
13330	Processing Fee Income	.00	.00	.00	60.00	.00	60.00	.0
15000	Interest Income	16.64	.00	16.64	90.59	.00.	90.59	.00
	Subtotal Income	9,171.64	9,125.26	46.38	49,220.59	45,626.30	3,594.29	109,503.14
				EXPENSES				
Operating	Expenses							
51000	Administrative	.00.	25.00	25.00	30.00	125.00	95.00	300.00
51100	Management Fees	540.00	540.00	.00	2,700.00	2,700.00	.00	6,480.0
1120	Bank Fees	.00	8.33	8.33	.00	41.65	41.65	100.0
1160	Legal-General	.00	41.67	41.67	300.00	208.35	(91.65)	500.0
1400	Insurance Expense	.00	1,666.67	1,666.67	11,280.50	8,333.35	(2,947.15)	20,000.0
1520	Audit & Tax Preperation	.00	133.33	133.33	.00	666.65	666.65	1,600.0
2250	Water	787.88	791.67	3.79	3,939.40	3,958.35	18.95	9,500.0
2260	Sewer	970 26	990.90	20.64	4,851.30	4,954.50	103.20	11,890.8
2300	Refuse Service	550.06	550.51	.45	2,750.30	2,752.55	2.25	6,606.1
2400	Electric	148.75	166.67	17.92	829.29	833.35	4.06	2,000.0
3200	Building Maintenance	571.00	486.67	(84.33)	21,987.69	2,433.35	(19,554.34)	5,840.0
3310	Summer Grounds Maintenance	.00	662.50	662.50	4,130.00	3,312.50	(817.50)	7,950.0
3320	Grounds Maintenance	.00	250.00	250.00	.00	1,250.00	1,250.00	3,000.0
3520	Winter Grounds Maintenance	1,140.00	387.50	(752.50)	4,335.00	1,937.50	(2,397.50)	4,650.0
	Operating Expenses	4,707.95	6,701.42	1,993.47	57,133.48	33,507.10	(23,626.38)	80,416.9
	Expenses							
1100	Roof Reserve	1,058.88	1,058.88	.00	5,294.40	5,294.40	.00	12,706.5
1310	Asphalt Reserve	757.10	757.10	.00	3,777.97	3,785.50	7.53	9,085.2
1420	Exterior Paint Reserve	403.12	403.12	.00	2,015.61	2,015.60	(.01)	4,837.4
1700	Carpet Reserve	39.87	39.87	.00	159.48	199.35	39.87	478.4
1750	Carport Roof Reserve	164.88	164.88	.00	822.69	824.40	1.71	1,978.5
	Reserve Expenses	2,423.85	2,423.85	.00	12,070.15	12,119.25	49.10	29,086.2
	TOTAL EXPENSES	7,131.80	9,125.27	1,993.47	69,203.63	45,626.35	(23,577.28)	109,503.1
	Current Year Net Income/(loss	2,039.84	(.01)	2,039.85	(19,983.04)	(.05)	(19,982.99)	.0

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Seacliff Plaza Condominium Association Income/Expense Statement

		AUGUST	Actual Adgust September october		spreadsheet Start date November	spreadsheet Start date: 08/01/20 NOVEMBER DECEMBER JANUARY	08/01/20 JANUARY	Cutoff date: 12/31/20 FEBRUARY MARCH	44.5	APRIL	APRIL	JUNE	Y-JULY	Learn Manager
INCOME	e i sectore e communication de la production de la produc	the first state of the state of	in and while the state of the second of the	mental from the man of the decimal of the					Y					
41000	Associations Dues	14,400.00	7,870.00	8,380.00	7,620.00	9,155.00	00.	00'	00:	00.	00.	00.	90.	47,425,00
43000	Late Fee Income	00.	00.	00.	60.00	00.	00.	00.	00:	90.	00.	00.	00.	60.00
43075	Attorney Income	00.	150.00	00.	150.00	00.	00.	00'	00.	00.	00.	00.	00.	300.00
43080	Work Order Income	99.	00'	00.	1,285,00	00.	00.	00.	00.	00:	8.	00'	00.	1,285,00
43330	Processing Fee Income	00'	00.	00.	60.00	00.	00.	00°	00.	00.	00.	00.	00.	60.00
45000	Interest Income	23.10	16.81	17.52	16.52	16.64	00.	00.	00'	00.	00.	00'	90.	90.59
	I										-			
	Subtotal income	14,423,10	8,036.81	8,397.52	9,191.52	9,171.64	00.	00.	00.	00.	00.	. 00.	00.	49,220.59
					EXPENSES									
Operatir	Operating Expenses													
51000	Administrative	15.00	00.	15.00	00.	00.	00.	00.	00'	.00	00.	00'	00.	30.00
51100	Management Fees	540.00	540.00	540.00	540.00	540.00	00.	00.	00'	00:	.00	.00	00'	2,700.00
51160	Legai-General	150.00	00.	00.	150.00	00.	00.	00.	00.	00.	00.	00.	00.	300.00
51400	Insurance Expense	5,640.25	99.	00'	5,640.25	00.	90.	00.	00'	00.	00.	00.	00.	11,280,50
52250	Water	787.88	787.88	787.88	787.68	787.88	00.	00'	00.	00.	00.	00.	00'	3,939,40
52250	Sewer	970.26	970.26	970.26	970.26	970.26	00.	00.	00.	.00	00.	00.	00'	4,851.30
52300	Refuse Service	550.05	550.06	550.06	550.06	550.06	00.	00.	00.	00.	00.	00.	00.	2,756.30
52400	Electric	299,33	126.91	128.43	125.87	148.75	00.	00'	.00	00.	.00	00.	00.	829.29
53200	Building Maintenance	11,712.25	1,273,45	1,560.00	6,870,99	571.00	00.	00'	00.	00.	00.	00.	00.	21,987.69
53310	Summer Grounds Maintenance	1,590.00	1,590.00	950.00	.00	00.	00'	.00	.00	00.	00.	00.	00.	4,130.00
53520	Winter Grounds Maintenance	00.	00.	00.	3,195.00	1,140,00	00.	00.	00'	00.	00.	00.	00.	4,335.00
	I													
	Operating Expenses	22,255.03	5,833.56	5,501.63	18,830.31	4,707.95	00:	00.	00'	00,	00.	00′	00:	57,133.48
Reserve	Reserve Expenses													
6.1100	Roof Reserve	1,058.88	1,058.88	1,058.88	1,058.88	1,058.88	00.	00.	00.	80.	00.	00.	00.	5,294,40
61310	Asphalt Reserve	749.57	757.10	757.10	757.10	757.10	00.	00.	00.	00.	00.	00.	00.	3,777.97
61420	Exterior Paint Reserve	403,13	403.12	403.12	403.12	403.12	00.	00.	00.	00.	00'	00.	00.	2,015.61

Seacliff Plaza Condominium Association Income/Expense Statement

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	ACTUAL AUGUST SEPTEMBER OCTOBER	AUGUST	SEPTEMBER	ACIUAI OCTOBER	spreadsneer November	Actual spreadsheet Start date: U8/U1/20 Cutoff date: 12/31/20 crober November becember January February максн	UB/U1/20 C	Jutoff date: EBRUARY	12/31/20 MARCH	APRIL	MAY	JUNE	YJUL Y	Total
61700	Carpet Reserve	00.	39.87	39.87	39.87	39.87	00'	00°	.00	00'	8	00.	8.	159.48
61750	Carport Roof Reserve	163.17	164.88	164.88	164.88	164.88	00.	.00	00.	00	00.	00.	00.	822.69
	ı													
	Reserve Expenses	2,374.75	2,423.85	2,423.85	2,423.85	2,423.85	00.	00'	00.	00.	00.	00.	00'	12,070,15
	TOTAL EXPENSES	24,629.78	8,262.41	7,925,48	21,254,16	7,131.80	00.	00.	00.	00.	00.	00.	00.	69,203.63
	CURRENT YEAR NET INCOME/(LOS:	(10,206.68)	(225.60)	472.04	(12,062.64)	2,039.84	00'	.00	00.	00.	00.	00.	00'	(19,983.04)

Seacliff Plaza Condominium Association

Report #1447 Page: 1

VENDOR CHECK REGISTER

Ending	g check date: 12/01/20 check date: 12/31/20	Starting vendor: "First" Ending vendor: "Last"			
Vend#	Vendor Name	Check-date	Check-#	Check-amount	Reference
FAR	FAR NORTH LANDSCAPING	12/14/20	360	1,140.00	 Fig. 18 (1) The Section of Section of Affile Residual Control of Section 12 (2)
HOME	HOME WATER, LLC	12/14/20	361	787.88	WATER
NORTHR	NORTHRIM BANK	12/14/20	362	2,423.85	2020-2021 RESERVE
RAIN	RAIN PROOF ROOFING INC.	12/14/20	363	571.00	
		Total	5:	4,922,73	