

Bay Rim Park Condominium Association
Board Meeting Minutes
Friday, June 20, 2025 at 9:30 am [Integra Office in-person]

Board President Laura Tulett called the meeting to order at 9:31 am.

Board Members in attendance: Laura Tulett - President, Kerry Emerson – Vice Pres, Ernie Tjoelker - Treasurer, Chel Hull – Secretary, Devyn Briscoe, & John Kern.

Board Members absent: Guy Linderman

INTEGRA Management: Cindyrae Mehler & Kayla Hardenbrook

Approve Agenda: Motion to approve the Agenda by John Kern; 2nd by Kerry Emerson and, passed.

Approval of Minutes: **Board Meeting Minutes of 02-07-25.**
Motion to approve the 02-07-25 Board Meeting Minutes by John Kern; 2nd by Devyn Briscoe; and, passed.

Financial Report: Financials through 05-31-25

Operating Account	\$ 101,127.51
Reserves	<u>\$ 281,049.17</u>
Total Bank.....	\$ 382,176.68

Through 05/31/25 we are running \$1,086.70 over budget in expenses – real property taxes for Cedar #4 have been paid in full, gardening and landscaping/other is over budget but will average out by year end.

Spruce #6 reimbursement request from broken window in the amount of \$308.47. Motion made by John Kern to reimburse Spruce #6 in the amount of \$308.47; 2nd by Ernie Tjoelker; and, passed. INTEGRA will issue reimbursement. Integra will be onsite this Saturday with their kabota and Ernie will unload and load it, and do the clear out work along the back trail and on the property sidelines.

Association Reserves: Report by Ernie Tjoelker on CD investments noting investments are staggered and achieving optimum interest.

Old Business:

1. Crawl space areas: [vapor barriers/insulation by PSE approved vendor C&C Insulation LLC]. Cory with the Insulation Company advises Alder is the final building to be completed. PSE will be onsite to complete an inspection of all crawl spaces once the project has been completed.
2. Phase 1 Roofing Project [Birch, Walnut, & Spruce]: Birch Building has been completed, and significant rot repairs were made including upgraded ventilation with roof ridge vents being installed. Walnut and Spruce buildings are now being worked on by Joostens and are anticipated for completion by Friday, July 11th.

New Business:

1. Exterior Painting on Buildings: Mike with M&M Construction looked at the buildings and confirmed planned exterior painting of the buildings in scheduled phases may be held off to commence in 2026. The Board has put together a list of units that need minor touch up painting completed. Window Trim Painting: Spruce #6, Birch #8, Spruce #8, Oak #4, Oak #5, Oak #6, and Walnut #5. Door trim and window trim painting for Hemlock #5, and full door painting for Oak #4. The new gable ends and fascia boards being replaced by Joosten's Roofing on Birch, Walnut and Spruce will also be painted. Jason from Triple T Painting will provide an estimate to the Board for these minor paint touch up areas to be completed.

2. Conditions under the Maple building: Following discussion, the Board determined action that M&M Construction coordinates to meet onsite with Maple #1, Mark Albert to discuss ventilation under the building, diverting water away from the building, and additional sump pumps installed.
3. Garbage Enclosure [cement sloughing]: Credo Construction advises there is no warranty exceeding a year. The board unanimously approves INTEGRA to obtain an estimate from M&M Construction to sealcoat the garbage enclosure cement slab in August 2025 to extend the life of the cement slab.
4. Vehicle Parking: Multiple complaints received specific to residents parking multiple [3 to 4] vehicles onsite with inadequate space. Following discussion, the Board has agreed to add this as an action discussion item on the AGM agenda in the hope of gaining continuity of the parking lot.
5. Spruce #2 Inquiry about possible back patio encroachment from neighboring units: Devyn Briscoe will be meeting with the owners of Spruce #2 this evening and will discuss any questions they have regarding the back areas of the unit.
6. Garbage Enclosure Security Cameras: Following discussion, the Board agrees to add this as an action discussion item on the AGM agenda. Additionally, John Kern mentioned PSE might have a rebate program for upgrading exterior lighting. INTEGRA will reach out to PSE to determine if there is any current rebate program for exterior lighting.
7. **Date of Next Board Meeting:** Budget Meeting - Friday, August 8, 2025, at 9:30 am at Integra's conference room

There being no further items for discussion, the meeting was adjourned at 11:59 am.

Open OWNER Q&A // audience:

Maple #1: Requests approval from the Board to install a motorcycle tent garage to store his motorcycle in the motorcycle parking area offering to pay for the cover at his own expense.

Maple #1 also notes there is a leaning dead tree located near the pond and fears it might fall on a vehicle.

The Board notes that motorcycle parking is for everyone, and they cannot provide special approval that benefits only one owner's motorcycle parking. Maple #1 will send a follow up inquiry reflecting an option that would cover all motorcycle parking spaces for their consideration.

INTEGRA will contact Urban Forester to look at the leaning tree to obtain an estimate for removal.

Minutes respectfully submitted,

Kayla Hardenbrook
INTEGRA Management