

**SECTOR 2A AT SNOHOMISH CASCADE ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS' MEETING**

Tuesday, February 7, 2023

This meeting was on Zoom.

CALL TO ORDER / ROLL CALL

1. Board President, Chris Bartsch called the meeting to order at 7:02.
2. Board members present (Zoom conference) were Chris Bartsch, Steve Potts, Gary Hebert, John Alleman, and Steve Yandl. This was a quorum for the board.

REVIEW OF MINUTES FROM PREVIOUS MEETING

1. The minutes of the December 2022 meeting were reviewed and unanimously approved.

GENERAL BUSINESS

1. Policy on hazardous tree assessments revisited.
 - a. John Alleman proposes that HOA cover 50% of licensed arborist assessment fee if the reported tree(s) are determined to require removal.
 - i. Steve Yandl emphasized proof of contracted transaction with a licensed arborist resulting in a removal recommendation would be required for reimbursement
 - ii. Steve Potts recommended placing an licensed arborist on retainer that the HOA board can call upon for assessment and consultation
 1. Concerns surrounding annual costs
 - b. Board agreed to table any further decisions pending additional review

TREASURER'S REPORT – Presented by Steve Yandl

1. Account Status (as of 1/31/2023).
 - a. Operations (Checking): \$159,831.
 - b. Operational Reserve (Money Market): \$5,714.
 - c. Reserve Fund (long term reserve held in CD): \$16,949.
2. On 2/4/2023, we transferred \$31,000 from Operations (Checking) into the Operational Reserve (Money Market) per our discussion in December.
3. The 2023 annual assessment is well underway. As of 2/4/2023:

- a. 71.7% (177/247) of annual assessments have been returned.
 - b. Amount collected is \$106,250.00.
4. The 2023 budget ratification and proxy award. As of 2/4/2023:
 - a. 134 ballots returned.
 - b. Budget: Yes = 125, No = 7. This constitutes greater than a majority of the membership and the budget is ratified.
 - c. Proxy: Yes = 117, No = 22.
5. The 2023 Reserve Analysis is complete:
 - a. The reserve analysis has been posted to the website [here](#).
 - b. As of 1/1/2023 we were 24.1% funded to the recommended level.
 - This is considered low.
 - This assumes we make about \$60,000 in transfer from the operational account to reserve.
5. The 2021 Financial Audit is complete:
 - c. The audit has been posted to the website [here](#).
 - d. No significant material findings.

MAINTENANCE COMMITTEE REPORT – Presented by Steve Potts

1. Steve Potts received a hand drawn irrigation shutoff map from Matt Hale.
2. Steve Potts will schedule a walk-through with Skinner Landscaping to conduct an assessment of maintenance needs.

ARCHITECTURAL CONTROL COMMITTEE REPORT – Presented by John Alleman

1. The ACC will start walking around in late February to ensure holiday decorations have been removed
2. ACC Requests, approvals, and issues:
 - a. Temple (6930 150th Pl. SE). Addition of shed in backyard. Approved.
3. Rules violations:
 - a. Granger (15817 67th Dr. SE). Waste bins visible.
 - i. Previously sent a warning letter on 2022-10-12. Moving to a warning letter.
 - b. Wells (6928 155th Pl. SE). Dilapidated Vehicle.
 - i. Traded voicemails with Kati McKenzie in 2023-02-03

- ii. Car is going in for repairs on 2023-2-10 and should be gone by then
- iii. Temporary variance issued until 2023-2-10

OLD BUSINESS

- 1. Neighborhood entry signs
 - a. Two locations have been identified for sign installation
 - i. West of the intersection of Snohomish Cascade and 67th Dr. SE
 - 1. 47.855018, -122.141983
 - ii. South of the intersection of Puget Park Dr. and 150th Dr. SE
 - 1. 47.861225, -122.138240
 - b. Utility locate service was requested on 2/6/23 and will be completed by 2/8/23
 - c. Signs will be installed shortly after locate service is complete and weather permits

NEW BUSINESS

- a. John Alleman presented a 2023 reserve analysis projects spreadsheet.
 - i. Board members will review for discussion in future HOA Board meetings
- b. Steve Yandl proposes a focus on Boat Park maintenance improvements as a possible prioritization

MEETING ADJOURNED AT 8:19 PM

Gary Hebert

Gary Hebert, Secretary