

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

Tuesday, October 3, 2023

Meeting held at the Yandl's (6921 158th St. SE).

CALL TO ORDER / ROLL CALL

1. Board President, Chris Bartsch called the meeting to order at 7:03 PM.
2. Board members present were Chris Bartsch, Matt Hale, John Alleman, Gary Hebert, Steve Potts and Steve Yandl. This was a quorum for the board.

REVIEW OF MINUTES FROM PREVIOUS MEETING

1. The minutes of the September 2023 meeting were reviewed and unanimously approved.

GENERAL BUSINESS

1. New budget was presented as proposed by John Alleman.
 - a. Board has decided to postpone the vote on approval in the November Board Meeting.
 - b. Board to review details of the new budget in preparation for November vote.

TREASURER'S REPORT – Presented by John Alleman

1. Account Status (as of closing on 9/30/2023) for August (all #'s rounded up to nearest 1\$).
 - a. Operations (Checking):
 - i. Statement attached.
 - ii. Beginning Balance: \$144,110.
 - iii. Ending Balance: \$126,918.
 - b. Operational Reserve (Money Market):
 - i. Statement attached.
 - ii. Beginning Balance: \$36,722.
 - iii. Ending Balance: \$42,724.
 - iv. Of note, we made a \$6,000 deposit from checking on 9/15.
 - c. Reserve Fund (long-term reserve held in CD):
 - i. Statement attached.
 - ii. Beginning Balance: \$16,952.
 - iii. Ending Balance: \$16,956.*
- * Statements issue quarterly.

2. The draft 2024 budget is here: [GC2A 2024 Budget Proposal](#). We need to discuss this as a board and vote to send to the membership for ratification with the 2023 assessment mailing. Highlights include:
 - a. There are comparisons of the proposed 2024 values to the 2023 budgeted and actual values.
 - b. There is a new category Financial & Association Management which replaces Property Management Service
 - c. There is a new category Reserve Analysis Project(s). We should discuss which of these we'd like to include in 2024.
3. Other notes:
 - a. Thanks all to signing the ID and signature card documents with the bank.
 - b. Bill Steenis has been removed from signature card. Matt Hale, Steve Yandl, and John Alleman are on the signature card now.
 - c. With all the bank paperwork done, we can now:
 - i. Transfer money out of checking to purchase the new CD (long term reserve).
 - ii. Open the sweeper account for electronic assessment payments.
4. No other changes to the report.

MAINTENANCE COMMITTEE REPORT – Presented by Stephen Potts

1. Stephen Potts placed an inquiry to Brian Skinner for addressing the needs of the irrigation system based on where the current needs and cost repairs lie
2. Brian Skinner responded with a prioritized “list” of projects to “upgrade” the existing system
 1. The board recommends drafting a formal RFP that outlines building a new system and solicit bids to the RFP
 2. Stephen Potts to write RFP for broader distribution
3. Stephen Potts is advocating for additional investments in our parks. Our parks are a big reason people live here. Stephen will draft a budget request to secure a budget line item in the current budget.
4. Stephen Potts will be walking through with Skinner to assess maintenance areas and evaluate the quality and completion of the work Skinner is performing. The evaluation scale is being designed to retain simplicity and clarity of communication with Skinner and his team.
5. Stephen Potts wants to include maintenance roadmap projects in the newsletter.

ARCHITECTURAL CONTROL COMMITTEE REPORT – Presented by Steve Yandl

1. [ACC Requests](#), approvals, and issues for September 2023:
 - a. McLaughlin (15115 72nd Dr SE) New air conditioner. Approved.
 - b. Andre & Bangar (7022 156th St SE) House exterior paint. Approved.
 - c. Gardner (15420 72nd Dr SE) House exterior paint. Approved.
 - d. Edwards (15127 72nd Dr SE) Move fence to even with house, + new gate, +RV behind fence. Under consideration.
2. [ACC Violations](#), for September 2023:
 - a. Gilbert (15427 72nd Dr SE) Trailer in driveway. Sent a warning letter. Resolved.

3. There are a handful of homes that are not meeting the CC&Rs for home structure upkeep and will require significant work to come into compliance. The ACC will need to develop a plan to engage with these homeowners and identify a path forward.

OLD BUSINESS

1. None.

NEW BUSINESS

1. Mail theft has been captured on several home video systems. It appears that the thieves have access to a master key and are able to open the entire mailbox. Evidence video has been shared with the postal service.
2. Steve Yandl would like to publish an issue of the newsletter to update HOA members on a variety of HOA related policies, plans and projects.
 - a. The issue will help to bring new residents up to speed on the workings of the neighborhood.

MEETING ADJOURNED AT 8:47 PM

Gary Hebert, Secretary