

**MINUTES OF THE ANNUAL MEMBERS MEETING  
SUNCADIA RESIDENTIAL OWNERS ASSOCIATION**

DATE: SATURDAY DECEMBER 2<sup>ND</sup>, 2023

PLACE: SUNCADIA LODGE BALLROOM AND REMOTE VIA TEAMS

*Vice President Mark Thorne called the meeting to order at 2:02 pm.*

**Proof of Quorum**

The Suncadia Residential Owners Association bylaws set the Annual Meeting quorum at 33.3% of the members or “Voting Representatives” when elections are to be conducted or other ballot measures brought before the members. Vice President, Mark Thorne attested that a quorum of the Board of Directors is present.

*Present Members: Vice President Mark Thorne and Secretary/Treasurer Bruce Chattin.*

**Welcome**

Vice President Mark Thorne welcomed all homeowners to the Annual Meeting

**Introduction of Directors, Officers, and Key Staff**

The President introduced the following Directors, Officers, and Key staff. New Director of Community Associations, Edward Simpkins was welcomed.

**Board Members:**

Noni Hughes – President

Mark Thorne – Vice President

Bruce Chattin – Secretary/Treasurer

**Management and Key Staff:**

Edward Simpkins                      Director of Community Associations

Jennifer Kramer                      Director of Design Review and Residential Construction

Lonny Butler                          Community Manager

Tony Craven                          Natural Resources Manager

Stacy Houle                          Owner Relations Manager

Katie Daniels                        Administrative Assistant

Annalisa Johnson                    CFO

**Voting Update**

Edward Simpkins announced as of 12:00pm on Friday, December 1<sup>st</sup>, 2023, electronic voting received 881 ballots and 12 paper ballots. The 893 votes represented 42.38% of owners.

**2024 Budget Approval**

Annalisa Johnson reported on the 2024 Suncadia Residential Owners Association Budget which was mailed to all owners by mid-November. All budgets were published to owners on the Community Associations website.

The 2024 assessment amounts for SROA will be increased by \$25 per quarter from \$460 to \$485 and the LCA increasing from \$157 to \$175.

*Being that there were not 67% of the members present in person or via verified proxy submitted prior to the annual meeting, to disapprove the 2024 Budget as adopted by the Board, the 2024 Budget was ratified.*

**QUARTERLY ASSESSMENT MATRIX**

	SROA - general	SROA - LCA	SROA - Individual Village	TCVA - general	TCVA - Cabins	Total
<b>Suncadia</b>						
Lot/home not listed below	\$485	\$175				\$660
Prospector's Reach						
Lots	\$485	\$175	\$165			\$825
Homes	\$485	\$175	\$605			\$1,265
Miner's Camp	\$485	\$175	\$1,310			\$1,970
Talisman	\$485		\$1,030			\$1,515
Osprey Ridge	\$485		\$460			\$945
River Ridge	\$485	\$175	\$60			\$720
Nelson Creek	\$485	\$175	\$75			\$735
Nelson Ridge	\$485	\$175	\$80			\$740
Cascade Reach	\$485		\$990			\$1,475

*The floor was open to questions*

Questions: What is the rationale for having Tumble Creek owners pay for snow removal and asphalt repair in Suncadia in addition to paying Tumble Creek HOA fee? Mark Thorne: They are both contributing to SCC. The percentages are based on roadway. TCVA is not paying for SROA.

**Excess Income Rollover Resolution**

Mark Thorne explained the reasons for the rollover resolution. *The members approved the motion that any excess assessment income, as determined by an Independent Audit, shall be rolled over and applied to the next fiscal year as provided by IRS Revenue Ruling 70-604*

### **OEC (Owners Engagement Committee) Update**

Bill Campbell and Travis Fulton presented the mission of OEC. The board and owners were updated on current projects and new 2024 initiatives. Owners are encouraged to volunteer and submit an application form located on [suncadiacommunityassociations.com](http://suncadiacommunityassociations.com).

### **Suncadia Fund for Community Enhancement**

Trustees Liz Thomas and Jim Becker reported on the Suncadia Fund for Community Enhancement mission and 2023 grant awards.

### **Suncadia Wildfire Mitigation Initiatives**

Mark Thorne outlined wildfire prevention efforts noting over \$1.1 Million has been spent on Firewise efforts both inside and outside the community from SCC accounts and Development. Natural Resource Manager Tony Craven was in attendance. Documents to provide insurance companies are available on the website.

### **Introduction of Board Member Candidates and Election Results**

Mark Thorne reviewed the call for candidates. Bruce Chattin and Tom Miller as applicants. The election was held through a third party voting company, VoteHOAnow. Results were delivered December 1<sup>st</sup> 2023 at 12:00pm and Bruce Chattin was selected for another term on the SROA board.

### **Upcoming Owner Events Announcements**

Mark Thorne announced under bylaws SROA board increase to 5 members from the current 3, once 50% of developable lots are sold. Timeline is expected in 2025. Mark Thorn commits to owners the 5 members will increase representation.

Bruce Chattin announced discussions with Central Washington University (CWU) department heads and future plans. Moving forward with programs, expected in the 1<sup>st</sup> quarter of 2024.

### **Members/Open Forum**

*The floor was opened to member comments.*

### **Question: Could owners get a statistical report to show if Allied has improved security?**

Mark Thorne: This is a specific action item of the OEC. We will be doing a deep dive into possibly a report card and assessment. Owner: Thank you, we may find with this report we need to spend more or less money on Allied costs.

**Comment:** What we have in mind that needs to exist is a standard, formatted report on a regular quarterly basis that will identify the key performance measures. We need to know what kind of violations are occurring.

**Question: For fire safety, driving around the Suncadia community, some homes look like a fire waiting to happen. Should we to some level of enforce this, even if it requires funding. There could be an actionable citation on getting your home up to fire safety.** Edward Simpkins: I will be working with Tony Craven and the team, and the compliance piece of that in the coming years. It is high up on the agenda.

**Question: With regards to Allied, there's monitoring and reporting with an enforcement arm. Integrating them is difficult, but who is the enforcement arm and what department.** Edward Simpkins: That would be Suncadia Management Company. That is something we are working on as far as identifying fines and fees schedule on violations and communications.

**Question:** I don't have a list of who is on the OEC or finance committee. It would be really great for everyone to have a name, address, phone number and email for everyone on the committee so we can communicate. I would also like to see an OEC report or update every other month on what is being worked on or accomplished.

**Question: You need to go through and update contact information for each owner and you should try and get one website, as FrontSteps and ComWeb are clunky. We also shouldn't have to pay the fees when paying dues.** Annalisa Johnson: The increase in staffing is to help support a more robust follow up with owners to support those areas. It is a shared responsibility. If you move, give us a call or send us an email so we can update your information. The ACH fee is not a Suncadia Management Fee. This is a pass-through fee to the processor. If a check needs to come, we are looking at more efficient ways to do that.

**Edward Simpkins:** We are currently working on having orientations for both new homeowners and existing owners. For the website, I hear you loud and clear, it is clunky. That is something we are placing high priority on in the coming year as far as streamlining the process and making it more user friendly. We are currently following up and updating contact information for owners with any email bounced back or mailing address.

**Question: What is the ACH Fee for?** Annalisa Johnson: It is the third-party processor.

**Bruce Chattin:** To your point about mailing and contact information. It is up to the homeowners to update your records with the association. The ask is, when you have changes to your personal information or where you want information to go, that information can be sent to the association.

**Question: Traffic and noise is not new, these issues are not new. What is the resolution?** Mark Thorne: The solution to those questions starts with the right team. Edward and Annalisa are new members, and in the last year we have filled 4 new senior leadership roles. There's a new team in place, we've made a lot of change already and have a lot of work to do. Technology takes time and money, but we are committed.

*There being no further business, the meeting was adjourned at 3:44pm*

Attest:

Bruce Chattin  
Bruce Chattin (Mar 7, 2024 16:51 PST)

Bruce Chattin - Secretary

03/07/2024

Date





# SROA Annual Meeting Minutes 12.02.23

Final Audit Report

2024-03-08

Created:	2024-03-07
By:	KATIE DANIELS (kdaniels@suncadia.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAP5_uGNRCrJWxCeUZWiazF4D9YO7AFZtX

## "SROA Annual Meeting Minutes 12.02.23" History

-  Document created by KATIE DANIELS (kdaniels@suncadia.com)  
2024-03-07 - 11:55:46 PM GMT
-  Document emailed to Bruce Chattin (bchattin427@icloud.com) for signature  
2024-03-07 - 11:55:49 PM GMT
-  Email viewed by Bruce Chattin (bchattin427@icloud.com)  
2024-03-08 - 0:47:03 AM GMT
-  Document e-signed by Bruce Chattin (bchattin427@icloud.com)  
Signature Date: 2024-03-08 - 0:51:45 AM GMT - Time Source: server
-  Agreement completed.  
2024-03-08 - 0:51:45 AM GMT