

Suncadia Residential Owners Association
Minutes of the Board of Directors Regular Meeting
April 23, 2021
Remote meeting via Zoom due to COVID-19 Restrictions

Call to Order

The meeting called to order at 10:33 am by President Gary Kittleson.

Verification of Quorum and Meeting Attendance

A quorum was present with the following directors in attendance: Gary Kittleson – President, Fred Mattison – Secretary/Treasurer, Marne Schwartz -Vice President.

Other attendees: Management: Michael Bennett - Community Association Director, Brian Horstman – Director of Finance, Neal Tackett – Operations Manager, Jennifer Kramer – Director of Design Review & Compliance, Kelly Town – Compliance Specialist, Kelsey Greene – DRC / Communications Assistant, Noni Hughes – General Manager, Suncadia Resort.

Owners present via Zoom: John Kach, Mike Bell, Alex Berezhnoy, Duane Edwards, Gary Sanford, David Hogan, Mike Butine, Julie Washburn, Laurel Bell, Donna McCaslin, “Carol” NMN, Tom Pucci, Mark Grace, Joe Grim, Dawn Carlson, Michelle Hawes, Kathy Perkins, Peter Wong, Meri Hartman, Jeremy Jones, “Sue” NMN and Cyndi Correnti

Owner Forum

Owners John Kach, Mike Bell, Alex Berezhnoy and Duane Edwards expressed their extreme dissatisfaction with the conduct and negative impact of short term rental tenants and guests (STR’s) in certain properties throughout Suncadia. Each owner related their negative experiences and described violations of the Suncadia Rules / Governing Documents. All expressed the need for revised rules, increased patrol staffing and more effective enforcement of the rules governing noise, rental unit parking and the conduct of offending short term renters in Suncadia.

Approval of Minutes

The minutes of the Regular Meeting on January 22, 2021 were reviewed and approved.

Treasurer’s Report

Brian Horstman presented the Treasurer’s Report covering the Q1 financials, Aged Receivables and Cash Flow Forecast, which are filed with these minutes. Brian advised that the annual audit fieldwork for SROA would begin in June 2021 and likely be conducted largely by remote access (Zoom / Teams)

Director Mattison asked the accounting team to insure the new Cabins at the Farm units under construction (10 units thus far) are now being billed SROA assessments per the Governing Documents.

Management Report

Michael Bennett, Jennifer Kramer, Neal Tackett and Tony Craven presented the Management report, which is filed with these minutes.

Committee Reports

Design Review Committee

Jennifer Kramer, Director of Design Review, submitted the design review statistics.

Owners Advisory Committee

Chairperson Cyndi Correnti submitted the SROAAC minutes of the March 18, 2021 meeting.

Cyndi also presented the recommendation that Talisman owner Rafael Fernandez be appointed to the Committee, which was ratified by the Board.

Unfinished Business

1. *The Board approved Resolution 111d (proposed revisions to Board Resolution 111c rules) concerning motorized devices on the paved SCC pathways in Suncadia, after:*
 - a. *Revision to accommodate disabled person use of electric mobility devices on the paths*
 - b. *Speed limit reduction from 10 mph to 8 mph.*
 - c. *Minor revision by committee member Gary Sanford to safely accommodate E-Bikes with throttles.*
 - d. *The revised rule change resolution will be published on the website and weekly email newsletter for a 30-day owner comment period and for approval by the SCC of their corresponding Resolution 316c.*
 - e. *The rule changes will become effective on June 1, 2021.*
2. *Board approved the revised Financial Policy Resolution 105b concerning operating cash levels for SROA and all SROA Neighborhoods / Villages.*

New Business

3. *The Board approved the appointment of Bruce Chattin to the SROA Budget / Finance Committee.*
4. *The Board approved the 2021 Onsite Reserve Study engagement (Hughes & Associates) for SROA and Talisman.*
5. *The Board reviewed and discussed the Short Term Rental (STR) working group study work product, data, conclusions and recommendations and directed management to work with the work group and Fred Mattison to draft a proposed rule change summary, purpose and intent, for 30-day member comment, prior to adoption as a Rule Change Resolution by the SROA Board no later than the next regular meeting July 23, 2021.*

The Board adjourned the Open meeting at 12:37 pm. The next Regular Meeting is July 23, 2021

Submitted

Fred Mattison
Fred Mattison (Jul 13, 2021 15:33 PDT)
Fred Mattison - Secretary

Jul 13, 2021
Date

April 2021 Management Report

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|---|--|
| Design Review & Jennifer K Projects | <ul style="list-style-type: none"> • 31 Pre Design Meetings – Zoom Meetings • 43 Pre Construction Meetings • 51 new design submitted since last board meeting • 53 new construction starts so far for 2021 – Projected 130 • Welcome Kelly Town, Compliance Specialist & Kelsey Greene, DRC Assistant Training new team members • Research WA Energy Code Updates • Weekly tours of the community • Ongoing owner/ builder/ architect communication • Continued work with Envision NW Cabins at the Farm (8 under construction) • Attend SROACC and TCVA Advisory meetings • Misc projects – Combining Home Sites, Resolving compliance and construction issues |
| Community Operations & Projects Grounds Maintenance & Parks Neal | <ul style="list-style-type: none"> • Suncadia Trail asphalt repairs completed April 12. 6-8 smaller repairs identified on SCC/SROA roads for later date. • Four days of road sweeping performed in late March/early April. • Striping will take place throughout May. • New dog waste stations currently being installed on pathway system. • SFCE approved grant for installation of pickle ball courts at Dawson Park in June/July. • Hiring park attendants for Dawson Rec Program • Sealcoat project planned for Bull Wheel Lane, Powder Cap, Jellabel, Lily, Elk Sedge, Ocean Spray, Dogwood Courts. |
| Community Compliance and Standards – Kelly | <ul style="list-style-type: none"> • Completed over 20 Final Home Inspections and multiple re-inspections • Continued monitoring of over 100+ Construction sites and tracked activity • 39 Courtesy Notices: Parking, Trash Containers, Holiday Lighting, Basketball Hoops, Dark Sky, trampoline, boat trailer, zip line, 4 job site cleanups • (Suncadia Feb, Mar, April to Date),39 First Notices, 1 Violation Notice |
| Forest Health and Firewise Tony | <ul style="list-style-type: none"> • Tony and Lance are advising individual owners on Firewise issues on their properties. • Forest Health and Firewise on Easton Ridge project will be complete in 3 weeks. • Monthly Forest Fun Fact Continues (any topic suggestion would be appreciated) • Trails maintenance continues. • Planning for fire wising along the next section of Easton ridge is beginning. • Open Space below Talisman will be firewised before summer. • Open Space between Big Rock and Swiftwater will be firewised this season. |
| Owner Communications MB | <ul style="list-style-type: none"> • Weekly update Newsletters, Bulletins and Website work continues. Training begins for new hire Kelsey Greene (DRC specialist and Web & Communications assistant) |
| Community Services Paul | <ul style="list-style-type: none"> • Community Services patrol are assisting Compliance and DRC with reports of violations observed. • Patrol and Greeters are working with contractors and owners on Saturday morning entry waiting lines at the Greeters Cottage entrance. • Community Patrol looking to hire 1 team members. |
| Financial Brian | <ul style="list-style-type: none"> • Processing Q2 payments and collection notices. |






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Final Audit Report

2021-07-13

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