

The Suncadia Residential Owners Association
Board of Directors Regular Meeting
October 28, 2022 – 11:00 am
Remote via Zoom or
141 Firehouse Road

MINUTES

- 1) Meeting Call to Order at 11:07 by President Mark Thorne
 - a. Verification of Quorum: A quorum was present: Mark Thorne-President, Gary Kittleson-Vice President, Bruce Chattin-Secretary
 - b. Others in attendance: Management: Michael Bennett - Community Association Director, Neal Tackett – Operations Manager, Jennifer Kramer – Director of Design Review & Compliance, Kelly Town – Compliance Specialist, Kelsey Greene – DRC / Communications Assistant, Noni Hughes - Suncadia Resort General Manager, Brian Horstman -Community Associations Director of Finance, Lonny Butler-Community Manager, Jamey Mays-Administrative Assistant, Sarah Stills-Lodge Property Manager, Tony Craven-Natural Resources Manager
 - c. Owners in attendance via Zoom: Kellene Gilbrough, “Cyndi”, Debbie Landrie, Cay Crowley, Steve Dowd, Bill Campbell, Chris Collins, Bill Harrison, Fred Mattison, “George”, Jim Becker, Donna McCaslin, “Aaron_H”, Kirsten Bruncker, “McGrath”, Gordon Miller, Mike Storino, Mike Koetting, Susan Miller, Tom Miller, Katie Litras, Dan Radley, Devin W, Mike Butine, Sophie Schneider, Marie Haydock, “JD”, “TF”, Sbutorac, Joe Grim, Peter Wong, Debbie Landrie, David Hogan, Mike Bell, Paul Danis, Carol, Kathy Perkins, Kpugel, Stephens Ipad .
- 2) The Board ratified Declarant appointments of Noni Hughes-President, Mark Thorne-Vice President, Bruce Chattin-Secretary, Gary Kittleson resigned from the Board.
- 3) Owner’s Forum-No owner mays questions were submitted.
- 4) The Board approved the Minutes of the following as submitted.
 - a. Regular open board meeting minutes July 7, 2022.
- 5) Brian Horstman presented the Treasurer’s Report, which included:
 - a. Q3 – 2022 Balance Sheet, Income Statement and Reserve Balances
 - b. Collections Status Report-the board approved sending all 90+ late to next step in collections.
- 6) The Management Report was tabled to be reviewed independently by the board.
- 7) Committee Reports were tabled by the board to be reviewed independently.
- 8) Unfinished Business
 - a. Motion made to accept Financial Policies Resolution 105b - 105c as presented. Seconded. Following discussion, the Board approved the motion by a vote of 2-1, Chattin voting nay.

- b. Motion made to accept Resolution 124 Owner Engagement Committee (OEC) Charter and Scope- Resolution 124 as presented. Seconded. Following discussion, the Board approved the motion by a vote of 2-1, Chatten voting nay

9) New Business

- a. The board reviewed the RFPs presented by Management for Community Patrol and Security Services outsource bids. The board approved outsourcing patrol and selected Allied Universal Services as the winning bidder.
- b. The board discussed the proposed 2023 budget presented by Gary Kittleson and approved unanimously.
- c. The board tabled the appointment of OEC members to a future meeting to allow for additional candidates to be contacted by the Board.

10) Owner's Forum (3-minute limit) Owners questions in chat will be answered at or before the annual owners meeting.

- a. From Paul Danis: How many total accounts are there? Does total accounts represent total dwellings?
- b. From Mike Bell: For what year was the last audit completed?
- c. From Paula Kurtz-Kreshel: Where can I find a breakdown of what this patrol would be doing?
- d. From Mike Bell: How much is the incremental cost over the existing team? Please help us understand the benefits we will be receiving over those provided by the existing patrol team.
- e. From Fred Mattison: How much have the management fees risen this year over last? Include any contract mgmt. fees
- f. From Paula Kurtz-Kreshel: I do not understand the response you gave regarding the benefits we will receive from Allied? Specifically what type of 'patrol' will they be conducting? Will they do speed enforcement?
- g. From Fred Mattison: Questions to be answered via email to all owners: SCC and SROA. Tell us specifically how the contract Fees are charged, how many people, how many contracts and who is involved. Same with Mgmt. and Accounting Fees. Be specific. HR, Accounting/payroll for community services. Where is the reduction in fees to the SCC on this when the function is contracted out. Cell Service for Patrols...Still looks to be in place. Which contracts?
- h. From Marie Haydock: To confirm for everyone, where can owners log in to see any outstanding special assessments (snow removal or others)?
- i. From JD: Who oversees the quality of work and productivity of contract yard work by the landscape company. Are owners getting a good value?
- j. From Chris Collins: Can someone from the association answer peoples questions on FRONTSTEPS? Seems we are just talking among ourselves with no official answers to any questions. We help each other out on the Facebook group, but FRONTSTEPS should be monitored. Can we have the links to these recorded meetings shared on weekly update, please?

11) The Open meeting adjourned at 12:31 pm and convened Executive session at 12:45. The Board returned from Executive session at 3:10 pm, ratified the Executive session actions and adjourned at 3:11 pm.

Bruce Chatten

Bruce Chatten (Nov 15, 2022 09:59 PST)

Bruce Chatten – Secretary

Nov 15, 2022

Date

July – September 2022 Management Report SCC / SROA

<p>Design Review & Jennifer K Projects</p>	<ul style="list-style-type: none"> • 15- New Preliminary Designs • 9- Pre-Design meetings • 34- New construction starts • Weekly community tour to review construction, landscaping, and compliance • Onsite meetings with owners • Ongoing owner/ builder/ architect communication • Misc. projects – Resolving compliance and construction issues
<p>Design Review & Kelsey Projects</p>	<ul style="list-style-type: none"> • 27 - Color Board new reviews of all materials selected during final design phase • 22- Onsite Mockups to finalize approval of materials during framing stage • 38- Conducting final home inspections • Collaborating with owners on material changes (garage doors, siding material, stone, entry doors) due to supply chain issues and timelines • Onsite meetings with owners regarding landscaping and projects • Ongoing work with Cabins at the Farm. Looking at closing the last homes this winter.
<p>Community Operations & Projects</p> <p>Grounds Maintenance & Parks</p> <p>Neal</p>	<ul style="list-style-type: none"> • Catch basins cleanouts completed (129 total) • Speed hump and signage added to Big Hill Drive • Streetlights repainted and new stain on Miners Camp Park playhouse • Coal Mine Way sealcoat project completed • Purchased new Operations pickup (3 total now) • New keypad and custom bollards installed at Pinegrass Gate • Snow Pole installation underway
<p>Community Compliance and Standards – Kelly</p>	<p>Courtesy Notifications and Fines sent 7/13/2022 - 9/30/2022</p> <ul style="list-style-type: none"> • 19 Noise Disturbance & 3 Noise Disturbance Fines • 1 Operating Prohibited Vehicles • 9 Prohibited Vehicle in Driveway • 28 Parking on vegetation/overnight 4 Parking/Blocking Driveway Fines • 10 Mowing • 1 Signage & Solicitation • 5 Trash Container Visible-non collection day • 1 Outside Storage • 1 Open Fire Fine • 1 Exterior Lighting • 1 Installation of Exterior Hardscape • 4 Portable Hoop/Sports structure • 74 Unscreened Hot Tubs – 40 in process/pending completion, 25 compliant, 9 pending appeal hearings

<p>Construction Compliance</p> <p>Dave Lewis</p>	<ul style="list-style-type: none"> • Meeting individually with builders to review our jobsite compliance expectations • Enforcing job site cleanliness and Construction Guidelines • Ensuring that silt fencing is erected around all homes under construction • Requiring builders to export excess dirt piles from their jobsites • Checking that construction signs and emergency contact information is on each jobsite • Verifying that fire safety equipment is onsite
<p>Forest Health and Firewise</p> <p>Tony</p>	<ul style="list-style-type: none"> • Tony and Lance are advising individual owners on Firewise issues on their properties. • Signage of Kittitas Conservation Trust adjacent to owners property has been completed. . • Mastication and thinning beginning along or near Jenkins and Tumble Creek drive and along the Cle Elum River in Suncadia. 30-acre project adjacent to Dommerie Flat has been completed. • The Forestry team is collaborating with partners to implement fuel treatments to the west of Suncadia. • The Forestry Team will be helping to evaluate Community Wildfire Defense Grants for the Western states in addition to helping to develop spending priorities for 30 million dollars from House Bill 1168. • Helped kick off Wildfire Ready Neighbors in Upper Kittitas County
<p>Owner Communications</p> <p>Kelsey Greene, M Bennett</p>	<ul style="list-style-type: none"> • Weekly update and website updates continue with the assistance of Kelsey Greene. New TOPS One advanced owner portal and ComWeb system was implemented on January 20, 2022, and over 450 owners have registered as of 07.13.22
<p>Community Services</p> <p>Paul</p>	<ul style="list-style-type: none"> • Community Services patrol are assisting Compliance and DRC with reports of violations observed. • New ongoing training for crew. • ASIS training and certification. • Uniforms for patrol – maintaining professional appearance. • Vehicles – equipment carried and functionality. • First Aid/CPR/AED classes planned for crew and then available to other departments.
<p>Financial</p> <p>B Horstman, M Bennett – G Kittleson</p>	<ul style="list-style-type: none"> • Processing Q3 payments • Processing snow removal special assessments • Preparing for 2021 Audit work with CLA • 2023 Reserve Study Updates • 2023 Budget preparation







SROA.Minutes.10.28.2022.R2

Final Audit Report

2022-11-15

Created:	2022-11-15
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-  Signer bchattin427@icloud.com entered name at signing as Bruce Chattin
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