

***Suncadia Community Council***  
**Minutes of the Board of Directors Regular Meeting**  
**April 22, 2022**  
**141 Firehouse Road, Cle Elum, WA and Remote meeting via Zoom**

**Call to Order**

The meeting called to order at 9:00 am by President Gary Kittleson.

**Verification of Quorum and Meeting Attendance**

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

The Board ratified Developer appointment of the following Directors and Board Officer positions: Mark Thorne – President, Gary Kittleson – Secretary/Treasurer, Noni Hughes – Vice President

Other attendees: Management: Michael Bennett - Community Association Director, Vacant – Director of Finance, Neal Tackett – HOA Director of Operations, Paul Kingham – Community Services Manager, Tony Craven – Natural Resources Manager

Owners present via Zoom: Kellene Gilbrough, Fred Mattison, Debbie Landrie, Dianne McGhee, Gordon Miller, Mike Bell, “Scott,” Steve Dowd, Sue Donaldson, Donna McCaslin, Bruce Chattin

**Approval of Minutes**

The minutes of the Regular Meeting on February 4, 2022, were reviewed and approved.

**Treasurer’s Report**

Gary Kittleson presented the Treasurer’s Report covering the Q1 financials. Michael Bennett discussed the Aged Receivables.

**Management Report**

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

**Unfinished Business**

- a. The Board deferred discussion of the Allied Universal Services “Community Needs” Safety Security onsite research and report work product until the SROA meeting presentation later today.
- b. The Board deferred discussion of the proposed water rate increases until the SROA meeting.

**New Business**

- a. The Board deferred discussion of the snow removal cost over run budget impact and cash flow recovery decisions pending Finance Committee, Management, SROA and Tumble Creek Board work sessions to

determine details of budget adjustments for Quarters 3 and 4, 2022 and possible special assessments for neighborhoods with unfavorable operating cash variances.

- b. The Board approved the Big Hill Drive Phase 1 asphalt rehabilitation mill/inlay project (Central Paving = \$56,800 – 202 Reserve Budget = \$58,903)
- c. The Board reviewed the Suncadia Drive / Big Hill Drive landscaping enhancement plans requested by the Developer. The Board asked Operations to obtain bid proposal(s) to establish the project budget and to determine cost sharing between SCC and the Resort.
- d. The Board tabled action upon replacing / updating the Nelson Farm wayfinding sign at the Swiftwater Drive entrance to the Farm, pending determination of all the new signage needs for Nelson Farm with the upcoming Cap-Ex expenditures by Development to create additional Resort facilities and public amenities, like Dawson Park.
- e. The Board approved the Operations vehicle # 790 replacement: 2022 Toyota Tacoma SR \$29,275 + WSST (2022 Reserve Fund replacement budget = \$35,584).
- f. The Board approved donation to the local fire department facility of two inoperable vehicles (Unit 798 - 2007 Ford Explorer and Unit 792 - 2018 Subaru Crosstrek) for rescue training.

The Board adjourned the meeting at 10:38 pm.

The next regular SCC Board meeting is scheduled for July 22, 2022, at 9:00 am

*Gary A Kittleson*

Gary A Kittleson (Jul 26, 2022 14:29 PDT)

Jul 26, 2022

Gary Kittleson – Secretary-Treasurer

Date

## April 2022 – SCC & SROA Management Report

<p><b>Design Review &amp; Jennifer K Projects</b></p>	<ul style="list-style-type: none"> <li>• 21- Pre-Design Meetings – Zoom Meetings</li> <li>• 24- Pre-Construction Meetings</li> <li>• 27- New designs submitted since last board meeting</li> <li>• 28-New construction starts so far 2022 most activity in Nelson Preserve and TC</li> <li>• Weekly tours of the community for building progress and construction compliance.</li> <li>• Ongoing owner/ builder/ architect communication</li> <li>• Misc. projects – Resolving compliance and construction issues</li> <li>• Owner’s landscaping proposals/ requests for site visits</li> <li>• Successful Builders Roundtable</li> <li>• Working with owners on combining Homesites</li> </ul>
<p><b>Design Review &amp; Kelsey Projects</b></p>	<ul style="list-style-type: none"> <li>• Color Board latest reviews of all materials selected during final design phase</li> <li>• Onsite Mockups to finalize approval of materials during framing stage</li> <li>• Working with owners on material changes (garage doors, siding material, stone, entry doors) due to supply chain issues and timelines</li> <li>• Ongoing work with Cabins at the Farm. Ten closed properties.</li> <li>• Working on updates for final landscaping work for Cascade Reach and Talisman.</li> </ul>
<p><b>Community Operations &amp; Projects</b></p> <p><b>Grounds Maintenance &amp; Parks</b></p> <p><b>Neal</b></p>	<ul style="list-style-type: none"> <li>• SCC ground maintenance and street sweeping began early due to favorable weather in late March.</li> <li>• SROA street sweeping, and street sign repairs delayed due to poor weather in April</li> <li>• Suncadia Trail guardrail repaired (new and old damage)</li> <li>• Landscaping improvements made next to pickleball courts</li> <li>• SFCE funding some new live trees at Dawson as part of Holiday lighting scheme</li> <li>• Sewer pump masticator at Greeters Cottage failed and was replaced (not in reserves)</li> <li>• Area of Dawson Park remains closed as Suncadia Environmental assesses potential for contamination</li> <li>• Battista Park playhouse requires repairs, proposal in progress</li> <li>• 903 rail fence requires repairs in several areas, repairs scheduled</li> </ul>
<p><b>Community Compliance and Standards – Kelly</b></p>	<ul style="list-style-type: none"> <li>• Continued monitoring of over 200+ Construction sites and tracked activity</li> <li>• Suncadia &amp; Tumble Creek: 2/4-4/14 – total of 120 courtesy notices sent: 16 STR Parking, 5 STR noise disturbance, 7 Prohibited vehicles in driveway, 2 STR Open Fire \$500 fines, 5 non-dark-sky compliant lighting, 1 in TC. 26 Holiday Lighting, 17 bb hoop in driveway (9 in TC) currently 3-\$25/weekly fines for bb hoops in driveway, 4-yard art, 24 Unscreened Hot Tub, 1 in TC. 1 Contractor parking blocking fire hydrant.</li> <li>• 10- Contractor job site clean-ups, 4 in TC.</li> </ul>
<p><b>Forest Health and Firewise</b></p>	<ul style="list-style-type: none"> <li>• Tony and Lance are advising individual owners on Firewise issues on their properties.</li> <li>• Open Space between Big Rock and Swiftwater is wrapping up.</li> <li>• Signage of Kittitas Conservation Trust adjacent to owners property will begin and continue through the summer</li> <li>• Cross country to regular trail conversion is completed. Log out and Brushing will commence once conditions are conducive.</li> <li>• Beginning planning and layout for thinning projects along or near Jenkins drive and along the Cle Elum River in Suncadia.</li> </ul>

<b>Tony</b>	<ul style="list-style-type: none"> <li>• Lance is conducting a native plant sale.</li> <li>• Working with partners to implement fuel treatments to the west of Suncadia.</li> </ul>
<b>Owner Communications MB</b>	<ul style="list-style-type: none"> <li>• Weekly update Newsletters, Bulletins and Website work continues with assistance of Kelsey Greene</li> </ul>
<b>Community Services  Paul</b>	<ul style="list-style-type: none"> <li>• Community Services patrol are assisting Compliance and DRC with reports of violations observed.</li> <li>• New ongoing training for crew.</li> <li>• ASIS training and certification.</li> <li>• Uniforms for patrol – maintaining professional appearance.</li> <li>• Vehicles – equipment carried and functionality.</li> <li>• First Aid/CPR/AED classes for crew and then available to other departments.</li> </ul>
<b>Financial  M Bennett – G Kittleson</b>	<ul style="list-style-type: none"> <li>• Processing Q2 payments, SROA collection actions and notices.</li> </ul>

# SCC.Minutes.04.22.22

Final Audit Report

2022-07-26

Created:	2022-07-26
By:	Michael Bennett (mbennett@suncadia.com)
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-  Document created by Michael Bennett (mbennett@suncadia.com)  
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