

**SUNCADIA COMMUNITY COUNCIL
141 FIREHOUSE ROAD
CLE ELUM, WASHINGTON**

**MINUTES OF THE BOARD OF DIRECTORS MEETING
HELD AT THE LODGE AT SUNCADIA, BARICH ROOM
JANUARY 23, 2026, 9:00 A.M.**

MEMBERS:

Mark Thorne	Interim President
Gary Kittleson	Secretary/Treasurer

MANAGEMENT:

Edward Simpkins	Director of Community Associations
Jennifer Kramer	Deputy Director of Community Associations
Vanessa Reust	Senior Manager Accounting
Annalisa Johnson	CFO
Tonie Heath	HOA Accountant
Kelsey Snyder	Director of Design Review and Residential Construction
Grayson Cook	Design Review Administrative Assistant
Tucker Stevens	Chief Development Officer
Brandi Darnall	Owner Relations Manager
Courtney Kephart	Assistant Director of Operations
Derek Coffinger	Account Manager, Suncadia
Megan Huddleston	Senior Accountant

GUESTS:

Chris Collins	Owner
Reade Cook	Owner
Tom Miller	Owner
Steve Dowd	Owner
Bruce Chattin	Owner
Ira Astrachan	Owner
Jack Bliss	Owner
Val O'Leary	Owner
Doug Beck	Owner
Bethany Young	Recording Secretary, Minutes Solutions Inc.(via teleconference)

1. CALL TO ORDER

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 9:00 a.m.

2. APPROVAL OF AGENDA

The agenda was approved at 9:01 a.m. Agenda item 10.1 was tabled.

3. APPROVAL OF MINUTES

On a motion made by Gary Kittleson, seconded by Mark Thorne, it was resolved to approve the minutes of the Board of Directors meeting held on October 24, 2025. Motion carried at 9:02 a.m.

4. OWNERS FORUM

There were no comments.

5. CORRESPONDENCE

5.1 WUCIOA Resource Guide

ACTION – Jennifer Kramer will send the WUCIOA Resource Guide to the Board as a separate document.

Edward Simpkins reported that the Board met with counsel to discuss new provisions in the *Washington Uniform Common Interest Ownership Act (WUCIOA)* that the Board will need to comply with starting in 2026. Full implementation of WUCIOA will be completed by 2028. The Board expressed difficulty in downloading the meeting package and requested the Resource Guide be sent as a separate document.

6. CONSENT CALENDAR

6.1 Painting of Playground Structures

On a motion made by Gary Kittleson, seconded by Mark Thorne, it was resolved to ratify the email approval for the painting of playground structures using reserve funds. Motion carried at 9:07 a.m.

6.2 Replacement of Signposts

On a motion made by Gary Kittleson, seconded by Mark Thorne, it was resolved to ratify the email approval for the replacement of signposts using reserve funds. Motion carried at 9:07 a.m.

The ratified reserve expenses were completed before December 31, 2025. Starting in January 2026, under the new WUCIOA, reserve requests and approvals can no longer be approved via email.

7. TREASURER'S REPORT

7.1 Financial Reports Q4 - 2025

Vanessa Reust presented Q4 2025 financial report, including assets, liabilities, equity, and reserves as of December 31, 2025. She explained line-item variances and compared the actual amounts to the budget forecast. Utilities were \$69,577 over budget due to a lake pump and increasing water and sewer rates. The net income loss of \$402,000 was better than forecasted. SCC is in a strong cash position for 2026.

7.2 2026 SCC Reserves Schedule

Edward Simpkins reported that Management is reviewing the reserves schedule for 2026 to determine which items are needed and which can be deferred. Management will provide recommendations for seasonal or time sensitive items at the April 2026 Board meeting.

8. MANAGEMENT REPORT

8.1 Staff Report

The staff report was included in the Board packet.

8.2 Traffic Calming Cost Benefit Analysis

Edward Simpkins provided information that was requested at the October 2025 Board meeting. A total of \$34,477 was spent in 2024 through 2025 on traffic calming measures. This included two dashboard mounted radar units and installation, two digital speed awareness signs and a mobile speed tracker including installation and a software subscription for the units, and three sets of speed cushions. Allied reported 493 instances of speeding or reckless driving from Q1 to Q4. HOA Compliance issued 46 notices and 447 were not cited due to lack of vehicle identification. It was noted these are rule violations that apply to owners, not law enforcement violations. Allied does not speak to violators but does attempt to locate the destination of vehicles in violation. HOA Compliance is responsible for issuing violation notices. There were 29 vehicle accidents from 2024 to 2025, but it is not known how many were related to speeding. It will be possible to make comparisons to the first year of data after April 2026 to evaluate effects of the traffic calming measures.

8.3 Update on the Construction Debris Account Review

This item was tabled until the April 2026 Board meeting.

8.4 Allied Q4 Operational Business Review Report

The Allied Q4 Operational Business Review Report was included in the Board packet.

9. UNFINISHED BUSINESS

There was no unfinished business.

10. NEW BUSINESS

10.1 Authorization of the SCC President to Approve Reserve Fund Requests on Behalf of the Board

This topic was tabled.

10.2 Authorization to Spend Reserve Funds for Forest Health and Fire Resiliency Work

On a motion made by Gary Kittleson, seconded by Mark Thorne, it was resolved to approve the use of \$13,600 of reserve funds for road maintenance work. Motion carried at 9:31 a.m.

Road maintenance work will not begin until early spring, but approval of the expense was needed before the April 24, 2026, Board meeting.

11. NEXT MEETING

The date of the next Board of Directors meeting is April 24, 2026.

12. **ADJOURNMENT**

The meeting closed at 9:33 a.m.

DISCLAIMER

The above document should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Director

Director

Date

Date

DRAFT