

**TRAILHEAD II CONDOMINIUM ASSOCIATION
141 FIREHOUSE ROAD
CLE ELUM, WASHINGTON**

**MINUTES OF THE BOARD OF DIRECTORS MEETING
HELD AT THE REAL ESTATE SALES CENTER, DISCOVERY CONFERENCE ROOM
APRIL 22, 2026, 8:00 A.M.**

MEMBERS:

Dave Allegre	President
Noah Pieper	Secretary-Treasurer

MANAGEMENT:

Edward Simpkins	Director of Community Associations
Jennifer Kramer	Deputy Director of Community Associations
Megan Huddleston	Senior Accountant
Vanessa Reust	Senior Manager Accounting Shared Services
Brandi Darnall	Owner Relations Manager
Cody Martz	Director of Operations
Courtney Kephart	Assistant Director of Operations

GUESTS:

Bethany Young	Recording Secretary, Minutes Solutions Inc. (via teleconference)
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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 8:07 a.m.

2. APPROVAL OF AGENDA

On a motion made by Noah Pieper, seconded by Dave Allegre, it was resolved to approve the agenda for the April 22, 2026, Board meeting as presented. Motion carried at 8:08 a.m.

3. APPROVAL OF MINUTES

On a motion made by Dave Allegre, seconded by Noah Pieper, it was resolved to approve the minutes of the Board of Directors meeting held on January 28, 2026, as presented. Motion carried at 8:08 a.m.

4. OPEN FORUM

There were no owner comments.

5. CORRESPONDENCE

There was no correspondence to report.

6. CONSENT CALENDAR

There were no items to be ratified.

7. TREASURER'S REPORT

7.1 Financial Reports Q1 – 2026

ACTION – Cody Martz will contact Moon Security Services and NOR-TECH Fire Protection to determine the cause for the elevator and fire system maintenance budget overages.

ACTION – Jennifer Kramer will provide the Board with details of the recent leak between two units.

Megan Huddleston presented the Q1 2026 financial report, including the balance sheet, income, expenses, and reserves as of March 31, 2026. She explained line-item variances and compared the actual amounts to the budget forecast. There was a Comweb portal system issue that prevented March, 2026, automatic payments from processing. March, 2026, payments were manually processed. April, 2026, automatic payments are processing as normal. Megan Huddleston explained that since the 2026 budget was approved, the Association has been notified of increases to utility costs which may result in overages this year. The Board questioned the consistent budget overages in elevator and fire system expenses. The Board inquired why the Association incurred repair and painting expenses for a leak in the new building.

7.2 A/R – Collections Status Report

Megan Huddleston reported that as of April 21, 2026, arrears totaled \$58,400. Notices were sent to owners more than 30 days in arrears.

8. MANAGEMENT REPORT

8.1 Staff Report

The staff report was included in the Board packet. Cody Martz was introduced as the new Director of Operations. The Board requested further details on the painting of exterior doors. Jennifer Kramer explained that all exterior patio doors and exit doors will be painted dark grey to match the building trim color. The deposit from Cedar and Sage will pay for the work that was not previously completed.

9. PRESIDENT'S REPORT

No report was given.

10. UNFINISHED BUSINESS

There was no unfinished business to discuss.

11. NEW BUSINESS

11.1 Insurance Update

Brandi Darnall reported that the inspection for the new insurance policy was successfully completed. The new IAM annual insurance policy contract dates are February 25, 2026,

through February 24, 2027. Risk Strategies is expected to issue a refund check from the cancellation of the previous insurance policy on May 13, 2026, in the amount of \$14,000.

11.2 **Bike Rack**

ACTION – Management will research options for an aesthetic and functional bike rack to replace the damaged bike rack between Trailhead I and Trailhead II.

Noah Pieper noted that the bike rack in the river rock between Trailhead I and Trailhead II is damaged. He requested that Management find a more aesthetic and functional bike rack that could be placed in a more appropriate location.

12. **NEXT MEETING**

The date of the next Board of Directors meeting is July 22, 2026.

13. **ADJOURNMENT**

The meeting closed at 8:34 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.


Noah Pieper (Aug 20, 2026 12:07:30 PDT)

Director
08/20/26

Date

Director

Date

3.a April 22 2026 Trailhead II Draft Meeting Minutesjpk

Final Audit Report

2026-08-20

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