



**ISSAQUAH HIGHLANDS COMMUNITY ASSOCIATION
Board of Directors Meeting Minutes**

Meeting Date: April 25, 2022

Called to Order: 5:30 pm

Meeting Location: Zoom Teleconference

<https://us02web.zoom.us/j/85671543122?pwd=ckJxeWk1SlA0a3E1MmkwZWszMC9Odz09>

Meeting ID: 856 7154 3122

Passcode: 925153

Board Members in Attendance: Elizabeth Parker Gregg Ali Spietz
Greg Underwood Katia Zakharova
Bryan Shiflett Sanjay Mahajan

IHCA Staff Members in Attendance: Sarah Hoey, IHCA Executive Director
Blair Krieg, IHCA Community Manager
Madison Ramirez, IHCA Community Manager
Jordan Rousu, IHCA Administrative Assistant
Kristyn McKinnon, IHCA Accounting Manager

Called to order by Elizabeth Parker Gregg, Vice President Quorum achieved

Homeowners in attendance: 1

Guest: Lindsey Pinkston, Highlands Council Acting Director

Consent Items-Reviewed and approved

- IHCA Board Meeting Minutes – March 28, 2022
- ARC Minutes - April 2022 – Draft
- Finance Committee Minutes – April 12, 2022 – Draft
- Memo – Streetscapes Reserve Project
- Memo – Crofton Springs 1807 – Dry Rot
- Memo – Villaggio 2684 – Dry Rot
- Memo – Village Green Park – Refurbishment

Ali moves, and Katia seconds to approve consent items 1-7. All present voted aye, motion was approved.

Treasurer's Report Highlights February 2022 Financial Report

- **Favorable** budget variance is **\$108K** (**\$2K** change from last month) mainly due to the same previous items but increase in misc. items < \$10k. (**\$18K** favorable variance in base assessments for Westridge Block 4/Afford/LEO early billing; **\$14K** unfavorable variance in Interest Income (lower rates); **\$12K** unfavorable variance for Garbage since more pickups and rentals due to no dump truck; **\$91K** favorable variance in Payroll/Benefits (down 1 landscape employee/1 maintenance employee and lower benefits participation), **\$47K** unfavorable

variance for Irrigation Water (extremely hot summer), **\$28K** favorable variance in Landscape contracts (waiting for some Westridge landscape to be put in this Spring); and **\$44K** net favorable variance for accounts under \$10K.

- **AR** decreased by **\$5K** to **\$33K**. Total AR is **\$2K** higher than the same period last year. Base/Neigh assessments and late fees are higher than last year, while all other types are lower than the same period last year. The **3 CARC** violations increased to **\$142K**.
- **Regular Collections** remain at **2** accounts totaling **\$4K**, which is **11%** of regular **AR**.
- No accounts are over the FDIC limit.

Sanjay recommends approval of the February 2022 Finance reports on behalf of the IHCA Finance Committee.

Executive Director's Report Highlights

- **Regency Centers & IPD** – City has started a Homeless Outreach Program in attempt to mitigate rising crimes. Regency Centers has hired temporary after-hours security. Highlands Poke and Mudbay stores to join Grand Ridge Plaza.
- **Polygon Canada VP Visit** –, VP of Development of Polygon Homes Canada, will be coming to the community on May 4th for community tour. The Canadian group is interested in why IH such a desirable place to live from a marketing standpoint 20 years later. IHCA/HFN/HC and Klahanie HOA to host the meeting at Blakely Hall and provide tour of the communities.
- **City of Issaquah** – Cross walk flashing beacon lights have been ordered and the city is saying May installation. Crosswalk restriping ongoing. Light poles in GRP to be repainted (City owned). City approved the light pole at Discovery and Highlands Drive to be repainted in 2022.

Old Business

1. Memo – 22/23 Supplemental Budgets – Final. **Ali moves, seconded by Katia, to approve the 22/23 Supplemental Budgets – Final. All present voted aye, motion approved.**
2. Purposed New IHCA vacation time policy for employees – Deferred to executive session for further discussion.
3. Memo – Proposed URRs Changes. Board Discussed the Park rules again.
 - a. Remove “No Unsupervised Children” from the prohibited list and instead state “Supervised Play Recommended”. **Ali moves to approve adding Supervised play recommended, seconded by Greg, 6 ayes, 1 nay, motion passes.**
 - b. Add verbiage that protests are prohibited *without* a City of Issaquah protest permit. **All voted aye, approved.**
 - c. Remove the “no” in “no animals on play equipment” to clean up the verbiage. **All voted aye, approved.**
 - d. “Nudity” was removed from the list of prohibitions as it falls under lewd and immoral conduct. **All voted aye, approved.**
 - e. Removed “no” from “firepits or charcoal grills” to clean up the verbiage. **All voted aye, approved.**

New Business

1. Nomination Committee Appointment. **Katia moves, seconded by Greg, to approve Ali Spietz, Chelsea Musick, Jeremy Fallt, and Larry Norton to the 2022 Nomination Committee. 5 voted aye, Ali abstains, motion was approved.**

Adjourned to Executive Session

6:36pm

Legal Discussions

Adjourned back to open session

7:30pm

1. Highlands Council Request to Fly Progress Pride Flag at Village Green Park for Pride Month. Discussed in executive session and moved back to open session to make motion. ***Ali moves to approve the request from Highlands Council to fly the pride flag for the month of June 2022 only on the IHCA common area flag poles. Seconded, by Katia, 2 opposed, all others vote aye, motion passes by majority vote.***

2. Proposed New IHCA Vacation Policy. Discussed in executive session and moved back into open session to make motion. ***Ali moves to approve the proposed changes to the IHCA vacation time allocation policy. Seconded by Katia. All present voted aye, motion approved.***

3. Legal Action GRD lot 37 Action without a meeting – Ratify in minutes at the April 25,2022 Board meeting That on April 14th the executive officers of the IHCA Board of Directors, Rossie Cruz, President, Elizabeth Parker-Gregg, VP, Greg Underwood, Secretary, and Sanjay Manahan, Treasurer, voted via email to accept the counter offer settlement from defendant, owner of GRD Lot 37, with the stipulation that the landscaping be completed per plan and an IHCA final inspection is completed.

a. Motion

Greg moved to accept the offer to settle from defendant with stipulations and reflect the action taken outside of a meeting by the executive board via mail on April 14,2022, seconded by Sanjay, all present vote aye, motion approved.

b. Motion

Greg moved, to waive the remaining balance of non- compliance fines from account # t0013128 minus the settlement amount once funds received. Seconded by Sanjay. All present voted aye, motion passes.

Meeting adjourned

7:34pm

Date and Time of Next Meeting: Monday, May 23, 5:30 pm