



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

Meeting Date: May 23, 2022

Called to Order: 5:30 pm

Meeting Location: Zoom Teleconference

<https://us02web.zoom.us/j/89395568672?pwd=dFV0K3JWOWFuSW8wb3o0anJ5M1FQUT09>

Meeting ID: 893 9556 8672

Passcode: 400514

Board Members in Attendance:

Rossie Cruz	Elizabeth Parker Gregg
Ali Spietz	Katia Zakharova
Bryan Shiflett	

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 Rossie Cruz, President Quorum achieved

Homeowners in attendance: 1

Guest: Elisha Eubanks – Concord Commons Owner

Consent Items-Reviewed and approved

- IHCA Board Meeting Minutes- April 25,2022
- ARC Minutes -May 3,2022- Draft
- Finance Minutes May 10, 2022
- Memo – Dog Park Fence Replacement
- Memo – NPW Pond Asphalt
- Memo – South Pond Asphalt
- Memo – Pet Waste Stations
- Memo – High St. Electric Control Boxes
- Memo – High St. Split Rail Fence

Ali moves, and Katia seconds to approve consent items 1-9. All present voted aye, motion was approved.

Treasurer's Report Highlights March 2022 Financial Report

- **Favorable** budget variance is **\$142K** (**\$34K** 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; **\$16K** unfavorable variance in Interest Income (lower rates); **\$12K** unfavorable variance for Garbage since more pickups and rentals due to no dump truck; **\$114K** favorable variance in Payroll/Benefits (down 1 maintenance employee and lower benefits participation), **\$48K** unfavorable variance for Irrigation Water (extremely hot summer), **\$17K** favorable variance in Landscape contracts (waiting for some Westridge landscape to be put in this Spring); and **\$70K** net favorable variance for accounts under \$10K.

- **AR** decreased by **\$18K** to **\$14K**. Total AR is **\$10K** higher than the same period last year. Neigh assessments are higher than last year, while all other types are lower than the same period last year. An addition of 1 “carc” violation account in AR but not in collections. The 4 “barc/carc” violations increased to **\$156K**.
- **Regular Collections** remain at 2 accounts totaling **\$4K**, which is **25%** of regular **AR**.
- No accounts are over the FDIC limit.

Rossie, on behalf of Sanjay recommends approval of the March 2022 Finance reports on behalf of the IHCA Finance Committee.

Executive Director’s Report Highlights

- **Fire Hydrant Repainting Project Halted** – The IHCA was working with Eastside Fire & the City to help repaint 300 fire hydrants in Issaquah Highlands. The City modified the repainting process of fire hydrants to limit environmental exposure and the new process is too financially restrictive for the IHCA to continue assisting.
- **Regency Centers** – Highlands Poke, Mudbay, and Crumbl Cookie stores to join Grand Ridge Plaza.
- **City of Issaquah** – Cross walk flashing beacon lights are in the installation process. The City is saying they should be up and running by the end of May.
- **IPD** – City council and IPD meeting to be held at Blakely Hall on June 15th.

New Business:

1. Memo Nomination Committee- 2022 Election Process approved, submitted SOI’s for Ballot. **Bryan moves, seconded by Ali, to accept the slate of candidates for the 2022 IHCA Board of Directors elections for districts 2, 4, 6. All present voted aye, motion was approved.**
2. 2022 Annual Survey results. **Review and discussion only.**
3. Memo- GRD Lot 36 – Request for construction extension. **Elizabeth moves, seconded by Bryan, to approve the newly proposed construction timelines of June 1, 2023 as the commencement deadline and December 1, 2024 as the completion deadline for GRD L36. All present voted aye, motion was approved.**
4. Memo- Lot 73.15 Harrison – Request for construction extension. **Ali moves, seconded by Elizabeth, to approve the requested construction completion deadline of July 31, 2022 for Harrison St lot 73.15. All present voted aye, motion was approved.**

Adjourned to Executive Session 6:06pm
Legal Discussions

Adjourned back to open session 6:45pm

Meeting adjourned 6:46pm

Date and Time of Next Meeting: Monday, June 27, 5:30 pm