

Concord Commons
2022-23 Special Assessment Budget Ratification Meeting
November 30, 2022
5:30pm – 6:30pm
Meeting ID: 861 0851 2235

Call Meeting to Order:	5:30pm
Roll Call to Establish Quorum	5:31pm
Painter and Contractor Q&A	5:32pm
2022-23 Proposed Special Assessment Budget and Presentation	6:00pm
Questions	6:05pm
Voting	6:25pm
Adjourn	6:30pm

ISSAQUAH HIGHLANDS COMMUNITY ASSOCIATION
NOTICE OF SPECIAL ASSESSMENT BUDGET RATIFICATION MEETING

Date of mailing: November 16, 2022

Dear Concord Commons Owners:

On November 10th 2022, IHCA held a special assessment meeting via Zoom. Due to lack of attendance and multiple homeowner questions, the IHCA determined they would hold another special assessment meeting so more owners could attend, provide feedback, and review estimates for the proposed work that will take place as part of the special assessment. Here is the link to the original Zoom special assessment meeting: <https://youtu.be/amKnCOhnQnA>. As requested by the owners in attendance, the 2022/23 Concord Commons reserve study, painting estimates, and dry rot estimate will be available via the IHCA mobile APP and the IHCA website by noon, Wednesday, November 16th.

The Issaquah Highlands Community Association (“IHCA”) has approved a special assessment to fund repairs to the exterior façade and painting of homes in the Concord Commons Neighborhood. Pursuant to RCW 64.90.525, there will be a budget ratification meeting at which owners can vote to accept or reject the proposed budget and special assessment. The special assessment is to fund the budget set forth below.

Notice: You are hereby given notice that a Special Meeting of the Issaquah Highlands Community Association (“Association”) to ratify the proposed special assessment budget included with this notice shall be held at the following date, time, and location, which date is between 14 and 50 days from the date this notice was mailed to all Owners:

Date: November 30, 2022

Time: 5:30 pm

Location: Join Zoom Meeting

<https://us02web.zoom.us/j/86108512235?pwd=YkdheWpWc2Yvc1NEeDRmYUZsQ2lOZz09>

Meeting ID: 861 0851 2235

Passcode: 150351

Purpose of Meeting: The purpose of the meeting is to vote on the proposed special assessment budget.

Approval Required: In accordance with RCW 64.90.525, made applicable to pre-existing communities in accordance with RCW 64.90.080, and in the absence of any larger percentage required by the Declaration, the budget shall be approved unless, at this meeting, the Owners of Units to which a majority of the votes in the Association are allocated attend the meeting and reject the budget, whether or not a quorum is present.

Budget and Project Information: In March 2019 IHCA hired Integrity Group, which is a building envelope

inspection company. The inspections resulted in 47 level 1 high priority exterior work items which needed to be completed throughout the property. The exterior work was completed by RW Anderson through 2019/2020. Since the building envelope report was issued, the Concord Commons Association has completed over \$90,500.00 in repairs and exterior maintenance, and Buildings 1, 2, 3, and 8 were painted in 2019 for \$163,965.00. Additional exterior repair work was completed for \$20,000.00 in conjunction with the painting. Some of the expenses were assessed back to individual owners, but reserve funds have been significantly depleted, and additional funds are needed to complete work on the remaining buildings.

IHCA has obtained bids for the remaining exterior repairs and repainting for the remaining buildings 4, 5, 6, and 7, totaling \$266,200.00 plus a 20% contingency for additional unforeseen repairs totaling \$319,440.00. The costs divided among 48 units is \$6,655.00 per unit, or \$555 per month per unit for 12 months.

We would like to begin with the exterior repairs and paint as soon as the funds are available. Effective January 1, 2023, Concord Commons Owners will pay the following Assessments:

22/23 Concord Commons Budgeted Monthly Assessment	\$272.07
IHCA Master Assessment	\$80.00
Special Assessment	\$555.00
Total monthly dues:	\$907.07

Actual costs have been higher than the estimated costs on which current reserve studies are based. Concord Commons' current reserve study estimates that reserves are 28% funded. For 2022, the reserve study estimated a \$148,750.00 reserve balance against \$762,196.00, which is what the current balance would need to be in order to be "fully funded." This translates into \$12,780.13 per home reserve deficiency. We expect to obtain an updated reserve study after completion of the current project.

IMPORTANT NOTICE ABOUT REPAIR COSTS:

IHCA is responsible for repair and replacement of exterior façades, decks, and painting pursuant to Sections 3.1(c)(i), (ii), and 3.1(d) of the Supplemental Declaration of Covenants, Conditions and Restrictions for Issaquah Highlands Residential Property (Concord Commons Neighborhood) (hereafter "Concord Covenant"). The exterior "façade" is limited to the siding and trim and does not include the underlying weather resistive barrier (WRB), flashings, exterior sheathing, underlying framing, or interior drywall. The cost to repair these underlying components is a homeowner responsibility. Accordingly, if repairs to the exterior façade reveal underlying components in need of repair, IHCA reserves the right to assess the individual owner for the cost of such repairs or otherwise require the owner to address the conditions.

Enclosed: Special Assessment Budget

Concord Commons at Issaquah Highlands
Special Assessment Budget

Division 42

No. of Units: 48

Effective January 2023- December 2023

	22/23 Annual	22/23 Monthly	
48 Units			
<i>Neighborhood Assessment</i>	\$3,264.79	\$272.07	No change
<i>IHCA Master Association Assessment</i>	\$960.00	\$80.00	No change
<i>Special assessment</i>	\$6,655.00	\$555.00	Change
<i>Total Assessment</i>	\$10,879.79	\$907.07	Change

		2022-23
<i>Previously approved 22/23 operating budget</i>		<i>Budget</i>
<i>CODE</i>	<i>INCOME</i>	
4070-000	Neighborhood Assessment	156,710
	TOTAL INCOME	156,710
	NEIGHBORHOOD EXPENSES	
	<i>Landscape & Utility Expenses</i>	
7235-000	Neighborhood Landscape Main.-Contract/CA	15,508
7250-000	Neighborhood Landscape Maint.-Non-Contract	4,500
7260-000	Neighborhood Irrigation Common Areas	5,500
7265-000	Neighborhood Irrigation Maint. & Repairs	500
	TOTAL LANDSCAPE & UTILITIES	26,008
	<i>Maintenance Expenses</i>	
7266-000	Neighborhood Pest Control	750
7271-000	Neighborhood Gutter/Roof Maintenance	2,000
7272-000	Neighborhood Gutter Cleaning	2,300
7278-000	Neighborhood Dryer Vent Cleaning	900
7273-000	Neighborhood Catch Basin Cleaning	750



MAINTAINING COMMUNITY

7274-000	Neighborhood Inclement Weather	700
7280-000	Neighborhood Maintenance	8,500
	TOTAL MAINTENANCE	15,900
	Administrative Expenses	
7201-000	Neighborhood Management Fees	9,341
7204-000	Neighborhood Reserve Study	1,271
7211-000	Neighborhood Legal Services	250
7288-000	Neighborhood Property Insurance	12,990
7289-000	Neighborhood Contingency	500
9610-000	Neighborhood Federal Income Tax	450
	TOTAL ADMINISTRATIVE	24,802
	Neighborhood Reserve Contribution	90,000
	TOTAL EXPENSES	156,710

Reserve Budget	2022-23	
Beginning Balance	195,449	28% Funded
Contribution	90,000	
Interest Income		
Total Reserves end of 6/2023:	285,449	
Expenses		
Exterior Painting- Bldgs. 3 & 7	266,200	Bldgs. 4,5,6 & 7 paint & dry rot repairs
Exterior Repairs	53,240	
Total Expenses:	319,440	Special assessment funds
Ending reserve Balance: Projected with special assessment funds added for painting project	130,440	

Disclosure Statement: The information contained herein, while not guaranteed, has been secured from the sources Issaquah Highlands Community Association believes to be reliable and is considered the most current and correct data available. Prospective purchaser should verify all such information on their own behalf, or have information verified by their own attorney, accountant, or business advisor.

Blair Krieg
Senior Community Manager, AMS, CMCA
425-507-1121 or Blair.k@ihcommunity.org