



ISSAQUAH HIGHLANDS
**COMMUNITY
ASSOCIATION**

ISSAQUAH HIGHLANDS COMMUNITY ASSOCIATION
Board of Directors Meeting
Minutes-Zoom Meeting

Meeting Date: September 23, 2024

Called to Order: 5:32 pm

Meeting Location: Zoom

Zoom:

<https://us02web.zoom.us/j/88553738885?pwd=PfgU29onO2zofiqCbf7PjwYzUJPa9a.1&from=addon>

Meeting ID: 885 5373 8885

Board Members in Attendance:

Ali Spietz
Bertan Aygun
Lynda Tammone
Tom Pucci
Greg Underwood

IHCA Staff Members in Attendance:

Sarah Hoey, IHCA Executive Director,
Blair Krieg, IHCA Senior Community Manager
Susan Carlson, IHCA Community Manager
Kristyn McKinnon, IHCA Accounting Manager

Homeowners in attendance: 2

Meeting Called to order by Ali Spietz
Quorum of the Board achieved



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Consent Agenda

1. Ratification of August Board Meeting Agenda Material by Email
2. Draft ARC Committee Meeting Minutes –9/3/24
3. Draft Finance Committee Minutes – 9/10/24
4. Ratification of Board Denial of ARC House Painting Appeal
At 2129 32nd Ave NE

Bertan moved, and Tom seconded, to approve consent items 1-4. All present voted aye, motion was approved.

Treasurer’s Report Highlights – July 2024 Financial Reports

July 2024 Financial Statements

- **No** budget variance **yet. \$0K** net favorable variance for accounts under \$10K.
- **AR** increased by **\$35K** to **\$68K**. Total AR is **\$17K** higher than the same period last year. All charge types are higher than last year. **AR not in collections** is **\$33K**.
- **Collections** remains at **6** accounts totaling **\$35K**, which is **52%** of regular **AR**.
- No accounts are over the FDIC limit

Lynda moves to approve the July 2024 Financial Reports, seconded by Tom. All present voted aye, motion approved.

23/24 Annual Audit Report

- Sarah Hoey presented parts of report. Report was “clean” with no issues to note.
- Current accounting company has been working with IHCA and performing annual audit for over 15+ years

Tom moves to approve the 2023/24 Audit Report, seconded by Ali. All present voted aye, motion approved.

Executive Director’s Report Highlights- Sarah Hoey presented

- **Yardi Upgrades:** Issues with Ach resolved.
- **2025 High Street Budget Draft** included in your packet for review. 2025 Draft completed, approved and mailed out to homeowners.
- **Reorganization of the landscape and maintenance departments** have been completed, which includes the promotion of Julio to assistant Facilities Manager, title change for Lyle to Facilities manager and promotion for Harrison Castillo to lead foreman. New structure implemented on August 20, going well. Two new hires for landscape team crew members.



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- **Non-Compliance & Self-help action: Update with the 2**
 - Harrison Drive – Sent to legal, owner compliance in progress
 - 11th failure to repaint home – sent to legal
 - Magnolia St – multiple ongoing compliance issues – sent to legal
 - 10th Ave – Failure to repaint home – sent to legal.
- **Ashland Park Planning:** Landscape Architect conceptual designs under review by Director. Additional information to follow.

Additional meetings held:

- CARC owner and committee meeting
- ARC meetings with owners
- HC monthly meeting and Community Connect magazine 1st issue January 2025
- Weekly community manager meeting
- Monthly staff meeting
- Financial Committee

New Business:

1. Memo - Ford Ranger, Fleet Replacement
Lynda moves to approve Memo, second by Tom, all present votes aye.
2. Memo-2025 High Street Budget – Draft
Lynda moves to approve Memo, second by Tom, all present votes aye
3. Memo – Revised IHCA Rules Draft. Sarah will send final version to BOD before posting in Connections
Tom moves to approve Memo, second by Bertan, all present votes aye
4. ARC Guideline- Paint Palette Discussion
Discussion only. BOD to review proposed changes, make notes and discuss at future meeting. Lynda wanted to discuss specific paint colors such as Klahanie. Sarah discussed how each neighborhood has different color palette and architectural styles that differs greatly than Klahanie which would make one specific painting palette difficult. Further discussion with Bertan and Tom (Arc members) regarding paint colors and how arc committee helps owners when issues arise with proposed colors. Nothing to be done at this time. Issue tabled for now and will possibly discuss in the future if paint issues or concerns continue to arise.

Public Open Comment Period-

- Chris Perino (***spoke prior to actual start of BOD Meeting from 5:33pm-5:37pm***) of 1335 NE Westridge Way appealed decision regarding his denial to leave the turf remaining in his front yard. Felt their proposal to install a wooden edging only and no further plantings met guidelines. BOD thanked Mr. Perino for attending and stating a decision would be made at the executive session held right after the BOD Meeting and a decision would be provided to him by the end of the week.



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- Brian Smith (WHP resident) spoke at the end of the BOD Meeting. Requested copy of BOD packet and asked where agenda was posted prior to meetings for homeowners to review. Discussed ongoing trash issue at WHP. Has exchanged multiple emails with Blair and Sarah regarding several WHP issues.

6:25 pm - Adjourned to Executive Session

1. GRD Committee Report	Review Only
2. New Organization Chart	Review Only
3. Legal – Collections Acct. # t0010	Action
4. WA state law non-profit corporate reporting	Update
5. Non-Compliance matter - Failure to repaint	Action
6. Non-Compliance matter- - Mult. Ongoing Issues	Action
7. Non-Compliance matter- Ave- Failure to repaint	Action
8. ARC Appeal- No front yard turf approval	Action
9. Ratification of Board Denial appeal- Paint	Action
10. Harrison- Final Extension Request	Action
11. Lot 36 Additional Extension Request	Action

6:45 Adjourned back to open session

Motions on Executive Session Topics:

- 1. Collections - Approve collection efforts on account number t0010***
- 2. Non-compliance matters – Move to legal to gain compliance.***
- 3. Non- compliance matter – Move to legal to gain compliance***
- 4. Non- compliance–Move to legal to gain***
- 5. ARC Appeal- 1335 Westridge Way- Artificial turf – denied***
- 6. Ratification of Board Denial of ARC House Painting Appeal -Ratification approved***
- 7. Harrison Final extension request – approved until December 31,2024***
- 8. GRD Lot 36 – Additional extension request- Final construction must be complete by January 31,2026, no waiver of fines, loss of deposit, board retains the right to review matter further If construction missed and the right to levy additional fines at that time***

Ali moved to approve the following actions from the executive session topics, seconded by Greg, all present voted aye, motions approved

Meeting adjourned

7:10 pm

Next Meeting: October 28,2024 via Zoom.

Submitted by BK