



ISSAQUAH HIGHLANDS  
**COMMUNITY  
ASSOCIATION**

**ISSAQUAH HIGHLANDS COMMUNITY ASSOCIATION**  
Board of Directors Meeting  
**Minutes-Zoom Meeting/Hybrid**

**Meeting Date:** July 22, 2024  
**Called to Order:** 5:37 pm  
**Meeting Location:** In person/Zoom

**Zoom:**  
<https://us02web.zoom.us/j/81230606585?pwd=hC8bhCEYjKbfe26Hh1k2EOpnAycDx8.1&from=addon>

**Meeting ID:** 812 3060 6585

**Board Members in Attendance:**

Ali Spietz  
Bertan Aygun  
Lynda Tammone  
Tom Pucci

**IHCA Staff Members in Attendance:**

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

**Homeowners in attendance:** 0

**Meeting Called to order** by Ali Spietz  
Quorum of the board achieved



## Consent Agenda

1. Board Meeting Minutes –6/24/24
2. Draft ARC Committee Meeting Minutes –7/2/24
3. Draft Finance Committee Minutes – 7/9/24
4. Playground Improvement Committee Minutes- 7/8/24

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

## Treasurer's Report Highlights – May 2024 Financial Reports

### May 2024 Financial Statements

- **Favorable** budget variance is **\$314K (\$134K** change from last month) - mainly due to **\$165K** favorable variance in Payroll/Benefits {Internal CARC position eliminated; 1 open Landscape position, 1 open Maintenance position and we were down 1 Maintenance employee for 8 months.}; **\$26K** favorable variance in Interest Income; **\$22K** favorable variance in Software Licensing; **\$16K** favorable variance in Irrigation Water; **\$18K** favorable variance in Legal Fees; **\$10K** favorable variance in Maintenance Supplies, **\$10K** favorable variance in Drain Line Cleaning, and **\$47K** net favorable variance for accounts under \$10K.
- **AR** increased by **\$2K** to **\$33K**. Total AR is **\$10K** higher than the same period last year. All charge types, Base & Neigh. assessments, Legal fees, Late fees & Fines/Misc. are higher than last year. **AR not in collections** is only **\$4.2K**.
- **Collections** remains at **6** accounts totaling **\$28K**, which is **87%** of regular **AR**.
- No accounts are over the FDIC limit.

*Bertan moves to approve the May 2024 Financial Reports, seconded by Tom. all present voted aye, motion approved.*

## Executive Director's Report Highlights

- **Yardi Upgrades:** ACH withdrawals scheduled for July 5<sup>th</sup> did not process due to a formatting problem on the Yardi software updates. Withdrawals occurred on July 22<sup>nd</sup>. No further issues.
- **Title 18 – Ordinance regarding HVAC and setbacks by City of Issaquah**  
E.D. attended Policy Planning Commission on June 27. City council voted to overturn the ordinance and not require the 5-foot set back in multifamily, and townhome type units due to space. The ordinance regarding decibels however remain in effect as it is a state law. AC applications include section regarding COI requirement of 5ft setback and 55 decibels.



ISSAQUAH HIGHLANDS  
**COMMUNITY  
ASSOCIATION**

- **Fire safety inspection:** Was conducted at the shop and passed.
- **New law firm Peryea, Silver, Taylor.** Meeting held onsite 6/20, we discussed compliance enforcement in detail.
- **The Goats are here.** The goats will be onsite from July 15<sup>th</sup> – July 31<sup>st</sup>. This is Herder Craig's last year with us. Craig is partnering with another herder who will hopefully take on the IHCA contract moving forward.
- **Non-Compliance & Self-help action:** The board previously approved 12 self-help actions against properties who are in non-compliance for basic yard maintenance. All notices were posted to doors; and we received a variety of calls from owners. No fines were waived by IHCA. All owners cleaned up their yards before the IHCA crew was set to clean them up via self-help. One homeowner is currently with legal.
- **Ashland Park Planning:** The Playground Improvement Committee has met with landscape architects Dar Webb and Lauren Galante. E.D. met with city planner Danial Martinez to talk about the city permitting process.
- **IH Connections-** Connections will now be "**Community Connect**" as of January 2025. This will still be a quarterly publication, but will be in a magazine format instead of a newspaper.

**2024 Remaining events for summer:**

***Board members are encouraged to attend. IHCA staff will be at Village Green Park events***

- August 2<sup>nd</sup> Issaquah Film festival – GRP Cinema
- August 9<sup>th</sup> – Global Grub and Groove – Hispanic cultures- Village Green Park
- August 23<sup>rd</sup>- Movie on the Green: Village Green Park – Movie: Wonka – Sponsored by IHCA

**HC: 2025 Planned Programming:**

- Global Grub and Groove
- Lego Expo
- Football – Watch the big game party
- Mimosa mornings
- Teen events: Egg hunt, Cram for exams, Halloween party,
- Adults only: Drag Bingo, Bob Ross Paint and Sip night,
- Keep Issaquah Beautiful day
- Rolling art gallery,



**Additional meetings held:**

- CARC owner and committee meeting
- HC monthly meeting and annual Connections and events planning –October issue – Emergency Preparedness
- Weekly community manager meeting
- Monthly staff meeting
- Financial Committee

**New Business:**

1. Memo - dry rot repairs 12 units  
*Ali moves to approve Memo, second by Tom, all present votes aye.*
2. Concord Commons deck repairs – 1767 25<sup>th</sup> & 1747 25<sup>th</sup>  
*Ali moves to approve Memo, second by Tom, all present votes aye*
3. Washington State Legislative changes effecting HOA's  
*Discussion only, no voting.*
4. Updates to use Rules and Restrictions  
*Discussion only. BOD to review proposed changes, make notes and discuss at future meeting. Sarah requested revisions be completed/approved by Fall 2024. Lynda to work with Sarah regarding AC units and verbiage.*
5. COI Policy Planning Commission- 6/27/24 minutes  
Title 18 18.508.030.B HVAC setback City Council Decision  
*Discussion only, no voting. No changes can be made. State guidelines not COI*
6. Insurance policy renewal 24/25  
*Ali moves to approve insurance renewal for 24/25 fiscal year, second by Lynda, all present votes aye*

**Public Open Comment Period**

No comments received during open public comment period.

**6:38 pm - Adjourned to Executive Session**

1. CARC Harrison & GRD Committee Report – Review Only
2. Legal Matters and Delinquencies – Review Only

**6:55 pm Adjourned back to open session**

***Motions on Executive Session Topics:***

***1. GRD-Lot 35 Waiver of CARC Non-Compliance***

*Ali, moves to deny the request for waiver of non-compliance fines for failure to start construction within the required timeline. Seconded by, Tom. All present voted aye; motion passes*

***2. Harrison- Lot 74.1 Request for Extension***

*Ali moves to approve the deadline to complete construction by October 31, 2024, Seconded by Lynda . All present voted aye; motion passes.*



ISSAQUAH HIGHLANDS  
**COMMUNITY  
ASSOCIATION**

**Meeting adjourned**

Next Meeting: August 26, 2024 via Zoom.

**6:56 pm**

*Submitted by BK*