



3rd QTR Board Meeting Minutes Wednesday August 12, 2020

Attendees

Board Directors: Cliff Gilley, Gail Manahan, Rifat Siddiq,
Larry Fischer, Peter Christensen

ROA Staff Members: Amy Atchison (Director), Mike Robinson (Communication Manager), Kayte Beatie (Community Manager), Melinda Lee (Outreach Manager), Connie Harrington (Accounting Manager)

4:10 pm – Board Meeting Commenced

- Due to COVID-19 restrictions, meeting was held virtually via ZOOM. This meeting was recorded and posted to the website for resident review.

Procedural

- Meeting called to order by Board President Cliff Gilley; quorum met.

Public Comment

- Public comment was submitted via email/online forms. The Board reviewed online forms prior to the meeting; they were not read into record.

Approval of Meeting Minutes

- Minutes from June 17, 2020 Ancillary Board Meeting were unanimously approved as written.

Financial Report

- One Board Directive for Reserve Expenditure was reviewed and unanimously approved by the Board of Directors.
 - MSTR – 03 – (2020) Directive authorizes the use of Master Operating Funds, with a “Due to” from Master Reserves (CDAR #1024000903) maturing on 01/04/2021, to replace the UPS battery back-up for the server, as well as two broken laptop screens.
- The Board discussed the Association’s current financial picture, including accounts that were reporting a variance between actual vs. budgeted.
 - Master Association performing well to budget.
 - All three Special Neighborhoods are performing better than budget, largely due to the lack of need for watering because of the wet weather earlier this year.
- The Accounting Manager and Association Director provided the delinquency report:
 - As of August 11, 2020, .80% of 3,756 units were delinquent on 2020 assessment payments.
 - All delinquent residents are in touch with the ROA and working on clearing their accounts.

- 3rd QTR Document Processing Review:
 - Document Processing report matches the Caliber GL. Report available for Board Directors review.

Quarterly Staff Updates

- Updates on key projects and work goals provided by the ROA Director and Accounting, Communication, Community, and Outreach Managers.
 - 2020 Budget process has begun.
 - New website is close to completion and will launch 08/25.
 - Fall e-newsletter to focus on community diversity, spotlighting various residents. Communication Manager and Director working with a community member to develop.
 - Outreach manager is collecting Board Election votes, approximately 200 collected as of meeting time.
 - Outreach Manager is working on different events for the fall, TBD.
 - P-Patch is leased and growing nicely.
 - Home sales on par with 2019.
 - Panorama apartments all online.
 - Modification applications increased this year over last.
 - Through July: 245 vs. 179 in 2019, with 122 expedited vs. 38 in 2019.

Sign Policy

- Discussion of Temporary Sign Policy.
 - Wording “Thoughtless signage” is outdated.
 - President moved to change the wording from “Thoughtless” to “Temporary”.
 - Motion passed unanimously, policy to be revised accordingly.
 - Temporary exemption expired on 07/29/2020.
 - Feedback received from the community consisted of roughly 30 emails and feedback form posts, half of which were in favor of the exemption and half of which were in favor of enforcement.
 - Based on community feedback, the Board unanimously agreed to not extend, renew, or create another exemption at this time..
 - ROA staff is to continue enforcement of Temporary Sign Policy through compliance drives and to follow the standard compliance enforcement process.
 - Cliff mentioned that the community has the option to drive change through the established change policy. (Policy #22)
 - Director stated that staff is working at the request of the Board, based on the governing documents and the sign policy. Sign citations have nothing to do with the message of the sign.
 - Board established a moratorium on enforcement against security system signs. Home security signs will be temporarily allowed until or unless further changes to the policy are made.

Annual Meeting Planning

- General discussion around procedure for Annual Meeting.
 - Meeting to be held virtually 09/02/2020 from 6:00 – 6:30 pm.
 - Director asked who will be available and wants to participate. All Board members expressed interest.
 - All owners who submit a ballot will be counted toward Annual Meeting quorum and be eligible for the raffle drawing.

Slack Communication

- Cliff proposed creating a SR ROA Board Slack channel.

- ROA Staff currently uses Slack effectively on a daily basis.
- Discussion tabled to Executive Session.

Budget Setting Timeline

- 2021 budget planning is in the early stages.
 - Staff are currently working on their departmental budgets.
 - Plan to have budget available to the Board in early September.
 - September 16 Board meeting will be focused on 2021 budget, largely in Executive Session.

Around the Table

- Larry reviewed his meeting with NLS about reducing noise pollution from combustion engine usage by landscape crews.
 - Current technology and battery options will not allow a viable transition at this time.
 - NLS is aware and will keep the ROA informed when it might be possible.
- Rifat is pleased to see the community engagement around the sign issue.
- Cliff hopes the current social climate encourages more involvement from the community in the business of the ROA. He also noted that Coco resigned her position as she sold her home and has currently moved away from the Ridge. Further discussion on the vacant seat was reserved to Executive Session.
- Gail noted that the new “trash” she is seeing throughout the Ridge is disposable masks and questioned who was responsible for cleaning up around the Ridge. She asked for something to be added to the e-blast.
- The Director mentioned that the ROA discussed developing a Neighborhood Watch with the City and Captain Almquist of the Snoqualmie Police Department due to recent issues around Community Park, the Skate Park and Bog areas.

4:55 pm – Regular Meeting Adjourned/Enter Executive Session

6:00 pm – Executive Session Adjourned