



## 4<sup>th</sup> QTR Board Meeting Minutes Wednesday November 11, 2020

### Attendees

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

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

### 4:04 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 and will remain on the website for 30 days.

### Procedural

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

### Public Comment

- No public comment submitted.

### Approval of Meeting Minutes

- Minutes from October 21, 2020 Board Retreat and Meeting were unanimously approved as written.

### Financial Report

- Nothing significant to discuss. The Association is performing well to budget despite the move and impact of COVID-19. That being said, most budget variances are a result of COVID or the move. The Association should end 2020 ahead of budget expectations even with the unexpected expenses.
  - Late fees have not been collected due to COVID restrictions. However, accounts still advance through the collection process and can be turned over to the attorney for advance collection support at the regular time – after 4<sup>th</sup> notice.
- 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, and Community Managers.
  - 249 new homeowners thus far in 2020, including one for Panorama. At year-end, Panorama will have 190 units added.
  - 2021 assessment mailing has been sent to the printer and will drop to residents 11/17/2020.

- Communication Manager and Director attempting to collect enough input for fall e-newsletter focused on community diversity and inclusion. There has been a lack of response by the community so little input to work with.
- Winter print newsletter is in production. Expected to drop to residents mid-December.
- Newsletter ad revenue dipped slightly, most likely due to COVID financial pressures.
- Office Manager created a newsletter article archive.
- Website has close to 1700 active accounts; expecting more as assessments come due and residents log in to pay online.
- Community Manager is wrapping up 2020 compliance, closing out old violations in preparation for spring. Also completing outstanding modification issues.
- 379 modification applications have been submitted to date in 2020.
  - Approximately 100 more than 2019 total.
  - 164 applications requested expedited processing.

### **Board Officer Election**

- Cliff volunteered to remain as President, Coco volunteered to remain as Vice President, Larry volunteered to remain as Treasurer.
  - 2021 officer positions approved unanimously.
    - Cliff Gilley – President
    - Coco Carino Groth – Vice President
    - Larry Fischer - Treasurer

### **Retreat Follow-up**

- General discussion around October Board Retreat.
  - Board expressed that they enjoyed working with Mike Beebe and would like to continue.
  - Board agreed that 2020 goals are still relevant. Unanimous agreement to keep the same goals for 2021.

### **Budget Results/Comments**

- All 2021 budgets were ratified on October 29.
  - Not a huge voter turnout, although higher than years past.
  - 16 of 378 Eagle Pointe owners rejected the Eagle Pointe budget (4.23%). Most who commented mentioned they felt it was unfair that Panorama Apartments and Highland Vista owners were not also responsible for the front entry maintenance.
    - An explanation of why expenses are assessed to only Eagle Pointe lots was included in the Q&A sent with the budget information.
    - All owners who asked for a response received one from the Director.
    - In summary, at the time of development, the cost to maintain the Eagle Pointe entry was attached to specific detached single-family lots whose home value was determined to be positively impacted by the enhanced entry. Panorama (a rental unit) and Highland Vista (townhomes who pay the cost to maintain common area property around their units) were not part of the initial consideration.
    - The Association is legally bound to impose the cost of the Eagle Pointe entry maintenance to the lots specified in the original agreement between the City of Snoqualmie and the developer.
- A few owners asked that when the Association vehicle is replaced that the Board consider an electric vehicle. Board members thought this was a good idea. The current ROA vehicle is over 10 years old, but still sufficient for the Association purposes.

### **Landscape Performance Update**

- NLS was challenged by COVID restrictions in the late spring, as were many businesses.
- Staff and Board agreed that the community is looking very good and has been well maintained despite a challenging year.
- NLS was awarded three of the four possible performance bonuses over the course of 2020.
  - The first quarter bonus (pre-COVID) was not awarded, a mutually agreed upon result between NLS, the Association Director and Community Manager.
- End-of-season wrap-up with staff, Board and NLS to be held by end of the year.

### **Around the Table**

- The Board and Director discussed upcoming events the Association typically hosts.
  - The Director brought forward the idea of working with a Virtual Events contractor until such a time as the Outreach Manager position is filled.
  - Cliff thinks having live speakers at the virtual New Homeowner Social (vs. pre-recorded messages) would be most desirable.
- Larry wants to make sure Eagle Pointe owners understand why they are responsible for the Eagle Pointe front entry maintenance cost.
  - Board and Director discussed the disconnect between how an enhanced front entry would impact the perceived value of surrounding single family homes, but not the home value of park visitors, value of townhomes (who have common area costs of their own and mostly enter from Swenson), or the per unit rent of the apartments.
- Gail appreciated the ROA Pumpkin distribution event and thanked staff for their efforts to connect the community.
- Rifat is pleased to see the community engagement around the sign issue. It has been a healthy and vibrant discussion.

**4:45 pm – Regular Meeting Adjourned/Enter Executive Session**

**6:00 pm – Executive Session Adjourned**