



HOA Board of Directors Meeting – June 9, 2021

Virtual Meeting via Zoom Video Conference

Attendance

P=Present, E=Excused, A=Absent

Attendance	Name	Position	Roll
	Joyce Stewart	President	Officer
E	Connie Hanson	Vice-President	Officer
	Donna Whitehead	Secretary	Officer
	Frank Yandrasits	Treasurer	Officer
	Jerry Mack	ACC & NGPE	Director
E	Carrie Blanton	CCR's	Director
	Susan Glicksberg	Government Affairs	Director
	Judy Norman	Landscaping	Director
	Jerry Lilly	Waterfalls & Electrical	Director
	Hamid Koohpai	Social	Director
	Frank Yandrasits	Past president	Director
	Frank Yandrasits (acting)	Ponds and Stormwater	Committee
	Cristian Gal	Website	Committee
	Lynn Mack, Joyce Stewart	Newsletter	Committee

Quorum?

At least five (5) members constitute a quorum.

Board Meeting Protocol

- Board meetings are open for observation by any homeowner who wishes to attend.
- Until further notice, Board meetings will be conducted via Zoom Video Conference.
- Meeting notice will be published one week in advance, with a reminder notice the day prior to the meeting.
- Meetings will begin on time. Log in early enough to resolve any technical issues.
- Zoom meetings will be recorded (video, audio, chat messages).
- Recordings will be paused (or edited) if sensitive information needs to be discussed.
- Zoom recordings will only be shared with Board and Committee members. Recordings will be retained until free iCloud storage capacity is reached. Nominally, this will enable us to retain the three most recent meetings.
- The Board will follow parliamentary procedure for decisions requiring a Board vote.
- Please stay on mute unless speaking. Use the 'Raise Hand' feature to request the floor. For decisions, all board members will be given the option to speak.

Board Meeting Agenda

7:00 Welcome, Attendance, Approve 5/12/2021 Minutes– Joyce Stewart

- ☐ Secretary - Donna Whitehead

7:05 President's Report – Joyce Stewart

7:10 Chair reports

- ☐ Treasurer – Frank Yandrasits

- ☐ Landscaping – Judy Norman

- ☐ Waterfalls & Electrical – Jerry Lilly

- ☐ Architectural Control Committee (ACC) – Jerry Mack

- ☐ Native Growth Protection (NGPE) – Jerry Mack

- ☐ Covenant, Conditions & Restrictions (CCR's) – Carrie Blanton

- ☐ Government Affairs – Susan Glicksberg

- ☐ Social – Hamid Koohpai

- ☐ Ponds & Stormwater – Frank Yandrasits

- ☐ Newsletter – Lynn Mack / Joyce Stewart

- ☐ Website – Cristian Gal

8:00 Other topics & input from homeowner/s

Review action items for July 14 meeting

Approval of Minutes

Donna Whitehead

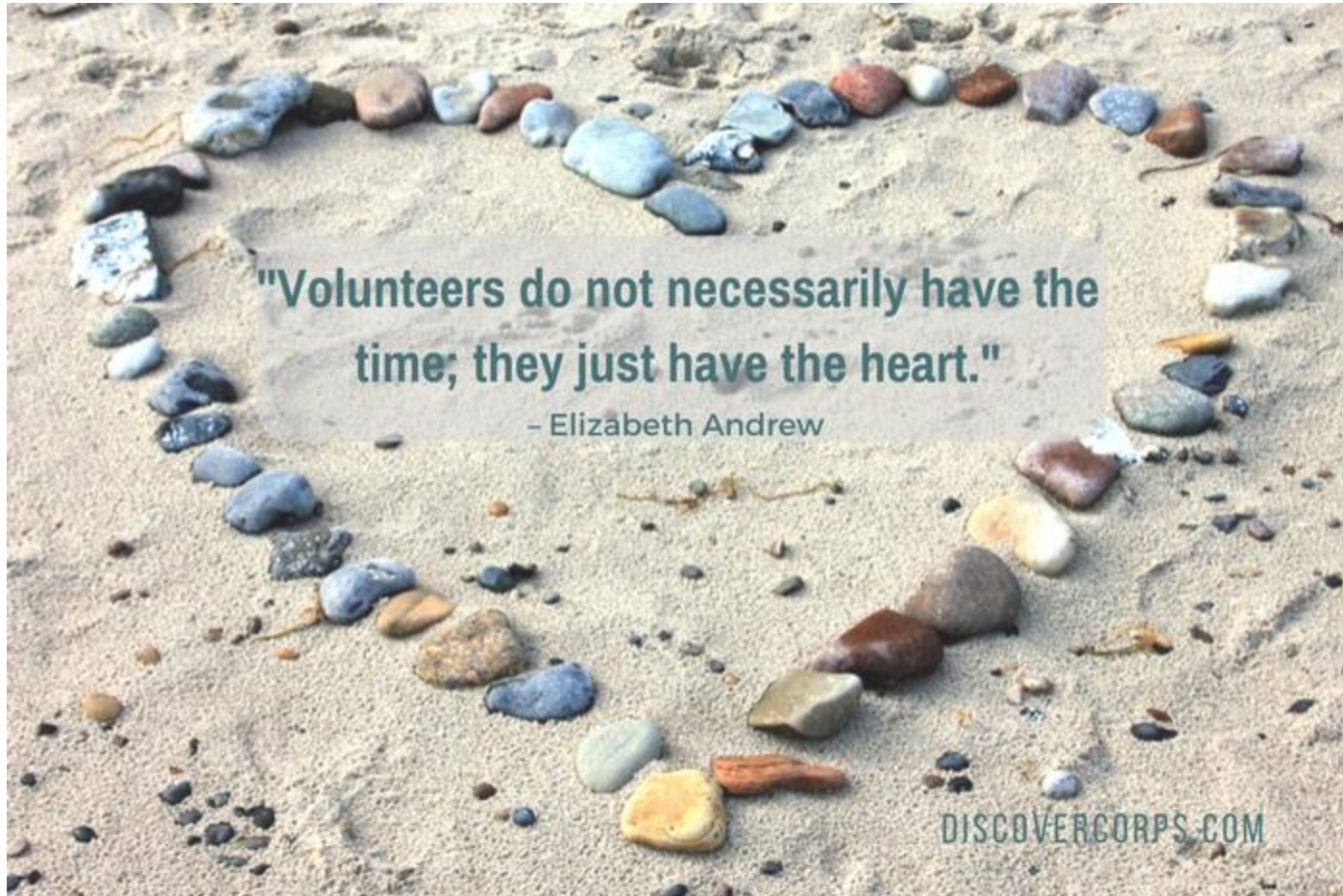


7:00 Approval of minutes

- ☐ Approval of May 12, 2021, minutes

President's Report

Joyce Stewart



**"Volunteers do not necessarily have the
time; they just have the heart."**

- Elizabeth Andrew

DISCOVERCORPS.COM



President's Report

Joyce Stewart



Montreux

news

President's Report

Joyce Stewart



President's Report

Joyce Stewart



July Meeting

- Proclamation 20-51 update (Senate Bill 5011 takes effect July 25, 2021)
- Code of Ethics
- Bullfrogs
- Chair position for electrical and strengthening other committees
- Reserve study
- Gift a Tree
- Other

Short Updates

- Isola house
- Ditch at Oberland
- Moss on sidewalks-no update from the City of Issaquah

Treasurer's Report

Frank Yandrasits



Statements (Year-to-Date as of June 4, 2021)

- Profit and Loss
- Expense Detail
- Balance Sheet

2020 Financial Audit

- Pending from Newman Certified Public Accountant, PC

Treasurer's Report



	2021 Budget	2021 Actual thru 06-04-21	
Expense			
Accounting & Legal	\$		
Bad Debts			
Insurance			
Landscape			
Maintenance Service			
Common Areas			
Irrigation			
JB Bench			
Social			
Garage Sale			
Annual BBQ			
Holiday Lights			
Utilities			
Water			
Electrical			
Misc. Repairs & Maint.			
Taxes			
'Capital' Expense			
Tree Maintenance			
Electrical Repairs			
NGPE			
Total Expense	\$		

"Reserve" expenses

This information removed from material posted on the unsecure Montreux HOA website.

Treasurer's Report



2021 Reserve Study

- Standard Level 1 Reserve Study with Site Visit
- Conducted by Reserve Consultants LLC (RCL)
- In compliance with **RCW 64.90.550 Reserve Study - Contents**
- Final report received on June 4, 2021

MONTREUX RESERVE FUND STATUS
MONTREUX'S FISCAL YEAR
RESERVE ACCOUNT BALANCE ON MARCH 25, 2021
FULLY FUNDED BALANCE YEAR 2021
PERCENT FUNDED AT TIME OF STUDY
FUNDING STATUS - RISK OF SPECIAL ASSESSMENT
2021 PLANNED OR IMPLEMENTED SPECIAL ASSESSMENT
COMPONENT INCLUSION THRESHOLD VALUE
RESERVE FUND DEFICIT
NUMBER OF UNITS
AVERAGE DEFICIT PER UNIT

This information removed
from material posted on
the unsecure Montreux
HOA website.

Reserve Fund Study Committee: Susan Glicksberg, Jerry Lilly, Jay Willenberg, Frank Yandrasits

Treasurer's Report

Status of Transition from previous Treasurer

- Accounts
 - US Bank Checking - transferred on 5/4/21
 - **Vanguard Money Market - not transferred**
- Documents and Records
 - 11 boxes of files delivered on 5/11/21. Only 2 boxes contain post-2014 information.
 - Tax Returns for 2014-2019
 - **Financial Audits**
 - **2014-2017, 2019 not provided**
 - 1995-2009
 - Liberty Mutual Insurance Policy
 - Receipts and expenditures – see Blyth
 - Correspondence with homeowners re: overdue accounts – not provided

Reference **RCW 64.90.495 Association records** – we are not currently bound by this RCW provision, but it provides a useful list of appropriate records to retain.



Landscape Report

Judy Norman

Street Trees

- Tree Committee selected Arborwell for Phase 3 & 4 Pruning.
- Pruning on NW Lac Leman Drive and NW Montreux Drive completed (May 2021)
- Pruning on NW Village Park Drive pending traffic control plan and permits from City of Issaquah.



Norway Maples

Recommendations from "Arborist Report – Montreux HOA" by Davey Resource Group, August 2020

updated 11/2/2020	Removal Priority			Prune Priority		Routine Prune				
Location	1	2	3	1	2	Large Tree	Small Tree	Monitor	No Priority	Total
Village Park Dr.	17	3	6	24	37	35	55	10	72	259
Montreux Dr.	1	1	1	2	17	1	3	1	65	92
Lac Leman Dr.	0	1	1	9	60	4	0	0	0	75
Total Trees	18	5	8	35	114	40	58	11	137	426

Complete	Phase 1	Village Park Dr: Priority 1 & 2 Removals (20 trees), Priority 1 Pruning (24 tree
In Planning	Phase 2	Replant missing trees on VPD (20 trees)
In-Work	Phase 3	Village Park Dr: Finish Pruning (127 trees)
Complete	Phase 4A	Lac Leman: Pruning (73 trees)
Complete	Phase 4B	Montreux Drive: Pruning (23 trees)
	Phase 5	Priority 2 & 3 removals and replanting (11 trees)



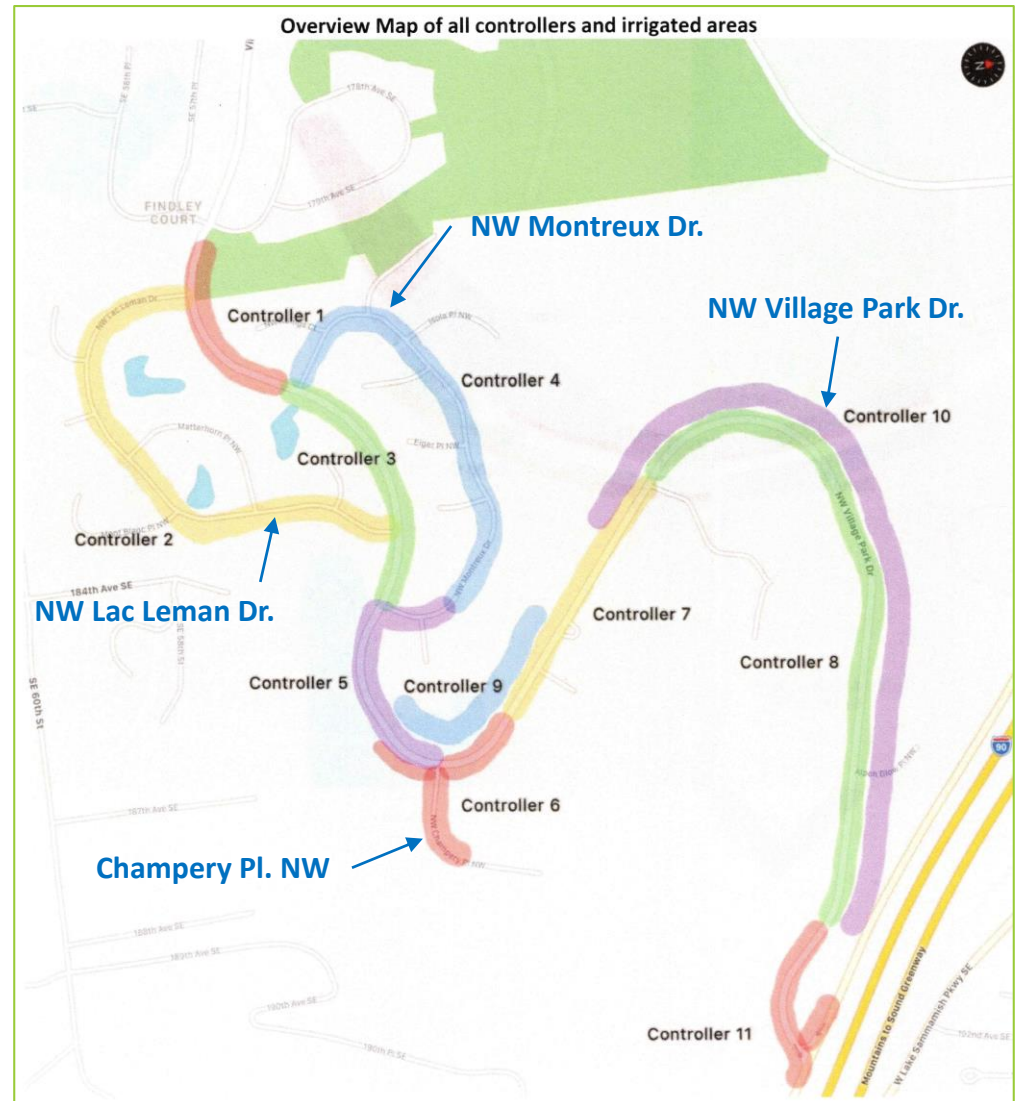
Armstrong Maples

Landscape Report

Judy Norman

Irrigation

- Controllers 1-6, 7, 9 and 11 are on
- Controllers 8 and 10 remain off pending repairs



Electrical and Waterfalls Report

Jerry Lilly



Presentation

Architectural Control Committee (ACC) Report

Jerry Mack

ACC Summary

Category	Number of Homeowners Requests	Division
Exterior Painting	1	2
Roof Replacement	1	1
Fencing	0	
Tree Removals (on owner property)	Several	1 and 2
Landscape Work	0	

Native Growth Protection (NGPE) Report

Jerry Mack

Received Tree Risk Assessment report from American Forest Management –5/6

- 15 trees added to the 2018 assessment
 - Level of risk is determined by the approximate striking distance to a home
 - 5 high risk recommended to be removed* within next 3 months
 - 9 moderate risk and 1 low risk remove within next 2 years or earlier depending on budget
- Major issues were root disease and decay
- Some trees are actually dead already

*Option is snagging – remove portion of the tree at risk of falling on property line/structure

Native Growth Protection (NGPE) Report

Jerry Mack

Update on 2021 Assessment

- Verifying status of risk trees identified in 2018 report
- Any “2018 trees” not dealt with to be added to additional 5 high risk trees from 2021 assessment
- Prioritizing work program; all high and moderate risk trees
- Will send request for bids in next week
- Also, planning on creating a log of NGPE trees that are removed/snagged to have a better record keeping situation

Covenants, Conditions & Restrictions (CC&R) Report

Carrie Blanton

Concern	Number of Homeowners' Contacted	Division
Yard maintenance	3	1
Garbage, recycling, and yard clipping containers stored on driveway	1	1
Yard maintenance	2	2

Government Affairs Report

Susan Glicksberg



- What we learned
- Next steps

Social Report

Hamid Koohpai

- Welcome Package Materials to New Homeowners – Completed
- 2021 Block Party Decisions
 - *September 11 or 18
 - *Email homeowners to determine interest
 - *Possibility of having food trucks to lessen handling of food

Ponds & Stormwater Report

Frank Yandrasits

Fountains (Reference CC&R Section 6.2.8)

Lake F – maintenance scheduled for 6/8/2021

- South fountain: New LED light system/controls
- North fountain: GFI circuit repair, check functionality of fountain
- Both fountains to be moored to shore (versus anchored)

Lake E

- Fountain repair in work

Lake H

- LED light system repair to be scheduled
- Noise complaint filed with City of Issaquah by non-lake H resident

Lake Maintenance (Reference CC&R Section 6.2.7)

Doug Dorling (Northwest Aquatic Eco-Systems) is scheduled to treat our lakes and remove unwanted vegetation and debris (week of June 7th). During his last visit (August 2020) Doug reported the vegetation in our lakes is well within reason for these water systems. He fully supports the small patches of cattails, bulrush and ferns in each lake for aesthetic value and said this is a normal part of a healthy ecosystem.

Ponds & Stormwater Report

Frank Yandrasits

Bullfrogs

- American Bullfrogs are an invasive species.
- They have been in Montreux for years. There seem to be higher numbers this year.
- They are very loud, particularly at night, and some lake residents want them removed.
- The Board's response to a homeowner's demand last August:

Bullfrogs were not introduced by the Montreux HOA. The Board does not have a policy of protecting this species. The Board is not aware of any law requiring homeowners or homeowners' associations to actively eradicate this species.

- A couple homeowners have offered to help.
- **Recommendation:** Schedule time during the July Board meeting to review proposal(s).



Newsletter Report

Lynn Mack

The June newsletter has been emailed to homeowners. Thank you for all the input from Board members. It really facilitated putting the newsletter together!

Although there will not be another newsletter until this fall, you can continue to send information and pictures to Lynn at mackhome@comcast.net. Please note the dates below for submitting information. All submissions are subject to editing and formatting.

Monthly Issue	Inputs Needed By	Emailed to Homeowners
November 2020	Completed	November 15, 2020
March 2021	Completed	February 28, 2021
June 2021	May 17, 2021	May 30, 2021
November 2021	November 5, 2021	November 21, 2021
March 2022	February 11, 2022	February 27, 2022



Website Report

Cristian Gal – No Report

Action Items from May Meeting

- Code of Ethics-Leave for July as discussion item

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