



HOA Board of Directors' Meeting – October 12, 2022

Attendance

P=Present, E=Excused, A=Absent

Attendance	Name	Position	Roll
	Joyce Stewart	President	Officer
E	Jan Rogers	Vice-President	Officer
E	Donna Whitehead	Secretary	Officer
E	Larry Crews	Treasurer	Officer
	Judy Norman	Landscape	Director
	Jerry Lilly	Waterfalls and Electrical	Director
	Al Dimakis	ACC and NGPE	Director
E	Mona Khanuja	CC&Rs	Director
	Susan Glicksberg	Governmental Affairs	Director
	Hamid Koohpai	Social	Director
	Joyce Stewart	Past president	Director
A	Carrie Blanton	Ponds and Stormwater	Committee
	Cristian Gal	Website	Committee
	Kay Gosse, Joyce Stewart	Newsletter	Committee
	Suresh Kumar David Lee-Absent	Co-chairs for electrical	Committee
	Warren Hansen	Irrigation	Committee

Quorum?

At least five (5) members constitute a quorum.

Board Meeting Agenda

7:00 Welcome, Attendance, Approve 9/14/2022 Board Meeting Minutes – Joyce Stewart

7:05 President's Report – Joyce Stewart

7:15 Chair reports

- ☐ Landscaping – Judy Norman
- ☐ Treasurer – Larry Crews (Joyce will report for Larry)
- ☐ Waterfalls & Electrical – Jerry Lilly
- ☐ Architectural Control Committee (ACC) – Al Dimakis
- ☐ Native Growth Protection (NGPE) – Al Dimakis
- ☐ Covenant, Conditions & Restrictions (CCRs) – Mona Khanuja (Joyce will report)
- ☐ Government Affairs – Susan Glicksberg
- ☐ Social – Hamid Koohpai
- ☐ Ponds & Stormwater – Carrie Blanton
- ☐ Newsletter – Kay Gosse / Joyce Stewart
- ☐ Website – Cristian Gal

8:00 Input from homeowner/s

Review action items for November 9, 2022, meeting

Approval of Minutes

Donna Whitehead



7:00 Approval of minutes

- ☐ Approval of September 14, 2022, Board meeting minutes

President's Report

Joyce Stewart



Communication with City of Issaquah Regarding Permitting

- Received response on October 6, 2022
- “Determined there were NO code HOA violations”
- “City proposed doing a two-year maintenance plan with one permit application”
- “Failure to obtain permits in the past does not constitute a blanket waiver for having to obtain permission in the future”
- “No evidence to show that the City was even aware work was being performed within the NPGEs”

Reserve Study

- Reminder: The Reserve Study is not a maintenance plan! It is a budget **planning** tool.
- Reserves should be used to fund unexpected expenses or expenses **beyond routine** costs.

Transfer \$14,300 from City tree revenue from to Reserve Fund

- Unexpected and not budgeted
- Fiscally responsible to homeowners



Treasurer's Report

Larry Crews (Joyce Stewart will report)



Third quarter delinquent accounts

- In the third quarter (September 30, 2022), there were eight delinquent accounts for homeowners' dues.
- The total amount is \$5,971.32 and includes fourth quarter dues.
- A late payment penalty and interest through 9/30/22 were included in each homeowner's statement.
- Joyce sent a written communication to seven of the eight homeowners.

Increase of salary for Bookkeeper

- Last pay increase was June 2020
- Currently makes \$55 per hour
- Increase in hourly rate over the last seven years (2015-2022) from \$35 to \$55 (8%/year) is 57%
- Have discussion to give a \$5 per hour raise effective January 2023 to January 2025 if we stay with the 8%/year average rate

Submit invoices for 2022

- Please be sure to send vendors receipts ASAP.

Audit update

- Completion of audit is still pending-on September 15, a note was sent to Newman CPA seeking additional information on their observations/recommendations regarding the internal control report

Treasurer's Report

Larry Crews (Joyce Stewart will report)



If the viewer of this presentation is interested in obtaining the financial report presented at the October Montreux Board meeting, please request it by emailing hoa.montreux@gmail.com

Landscape Report

Judy Norman

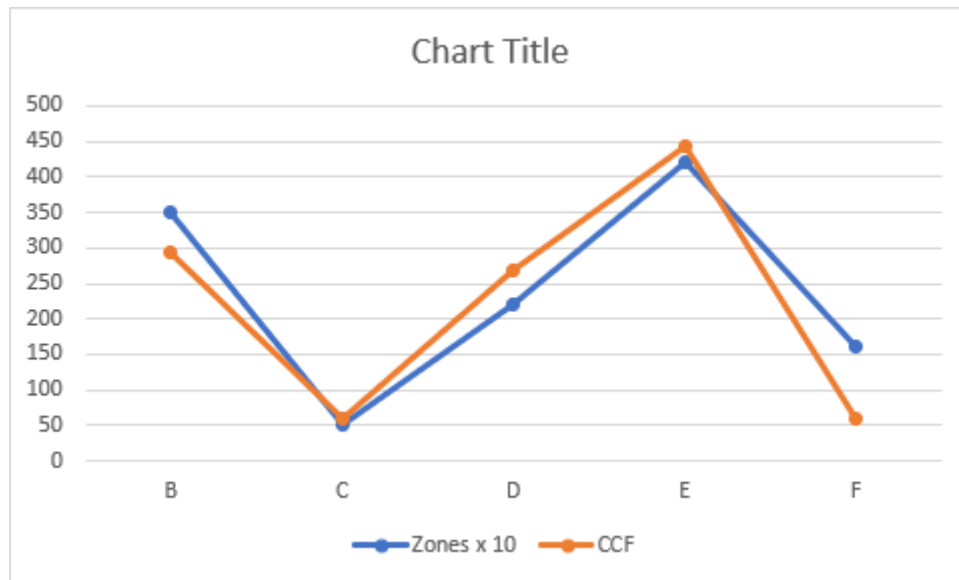


Landscape Report

Judy Norman and Warren Hansen

Warmest summer on record for Seattle since 1890s, driest since 1930

- Continued to water the *Gift a Trees* and they survived
- Watered new color plantings
- Requested more colored plants
- Monitored meter readings



Irrigation Report

Warren Hansen



Warmest summer on record for Seattle since 1890s, driest since 1930

- Ran each controller and checked sprinklers for issues
- Shut down all 11 central controllers
- Shut down all 14 “Node” controllers
- Prepared written irrigation maintenance plan

TASK	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Spring Start-up						■						
Start-up Evaluation						■						
Backflow Valve Testing						■						
Examine/Restore Sprinklers						■	■	■	■			
Repair Sprinklers, Leaks, etc.						■	■	■	■			
Check Controllers and Zones							■		■			
Monitor Water Usage												
- Meter Readings						■	■	■	■	■		
- Water Bill Review							■		■		■	
System Shutdown									■			
Fall Winterization/Blow-out										■		

Waterfalls Report

Jerry Lilly



Montreux HOA
Board Meeting
October 12, 2022

Waterfalls

Jerry Lilly

206-972-6919 (cell)



Montreux Waterfalls

The waterfalls are both working fine and another course of ECOBLAST granular algaecide was applied on August 27.

With only a total of 0.33" of rain in August & September, the waterfalls used 271,604 gallons of water compared to 139,593 gallons during the same period last year when we received a total of 4.19" of rain. Overall, this year we have used 828,722 gallons averaging 3,069 gallons/day (3 times last year).

The water bill from 7/13/22 to 9/13/22 was \$342.79 or \$171/mo. The electric power was \$925/mo.



Architectural Control Committee (ACC/NGPE) Report

Al Dimakis



Category	Number of Homeowners Requests	Division
Exterior Painting	3	2, 4
Roof Related	1	2
Fencing	None	
Tree Removals (on owner property)	1	1
Landscape Work	1	1
AC/Heat Pump	None	
Remodel	None	
New Construction	Removal of existing foundation started week 1 of October	
NGPE	Homeowner of Rim lot in Division 1 requested pruning to regain view. Written authorization to proceed provided by Joyce with an Affidavit of Agent Authority.	

Covenants, Conditions & Restrictions (CC&R) Report

Mona Khanuja

Concern	Number of Homeowners' Contacted	Division	Results
Yard maintenance-dirty pool	1	1	Waiting for Response
Garbage, recycling, and yard clipping containers stored on driveway			
Dog Barking			
Lamp Posts	1	1	Waiting for Response
NGPE-removal of green tarp on HOA black iron fence on VPD	1	1	Waiting for response

Government Affairs Report

Susan Glicksberg



Community Emergency Response Team (CERT Program)

- Educates volunteers about disaster preparedness for hazards that may impact our community
- Trains volunteers in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations
- Class starts in January 2023
- Include information in the newsletter

CERT Training Curriculum

The Fall 2022 CERT course has closed. We plan to announce dates and times for the Spring 2023 CERT training in January.

For additional details on each unit of the class, click the unit name.

Sept. 21	Unit 1: Disaster Preparedness	Oct. 26	Unit 6: Fire Safety and Utility Controls
Sept. 28	Unit 2: CERT Organization	Nov. 2	Unit 7: Light Search & Rescue Operations
Oct. 5	Unit 3: Disaster Medical Ops - Part 1	Nov. 9	Unit 8: CERT and Terrorism*
Oct. 12	Unit 4: Disaster Medical Ops - Part 2	Nov. 12	Unit "In-Person" and Disaster Simulation
Oct. 19	Unit 5: Disaster Psychology*	Nov. 16	Unit 9: Next steps and other opportunities

The course has a \$35 fee for new registrants and includes your PPE, a CERT backpack and vest, a hard hat and a basic medical supply kit. You will receive your PPE when you come to the first "practical day."

If you miss a class, you can attend a make-up class with other CERT training programs in the area. You will need to download the ["Make-Up" form](#) or obtain one in class. Complete the form, have the make-up CERT instructor sign it and return to your Issaquah CERT instructor.

A Summary table for [Eastside CERT Courses](#) can be downloaded for a quick look. This table will be updated as information changes. Soon, you will be able to check out the Eastside Coalition training calendar for other activities.

****FRS (Family Radio Service) radio skills are also a part of this course. It will be in two parts, one after Unit 5, Disaster Psychology, and one after Unit 8, Terrorism. Radio skills are always a critical part of the final disaster simulation (and real life disasters).***

Electrical Report

Suresh Kumar and David Lee

Entrance to Montreux (September 27)

- Installed 12 flood lights
 - 6 around the main monument (East), trees and foliage
 - 6 around the monument next to waterfall, trees and foliage
- Installed 2 waterfall spotlights
 - 1 pointing at lower east waterfall
 - 1 pointing at lower main waterfall
- Installed 1 new spotlight pointing at trees and foliage on the west side of the main waterfall
- Total cost
 - Fixtures and LEDs - \$689.03
 - Electrician labor - \$1675.39
 - Total - \$2364.42

Electrical Report

Suresh Kumar and David Lee

VPD Street Lights

- Upgraded earlier this year – 36
- Not Upgraded – 41
 - These light fixtures continue to fail
 - 5 due to condensation inside the fixture
 - Cleaned the fixture and replaced corroding parts
 - Will have a plan by the next meeting
- Replaced monument fixture at Montreux Drive North

Social Report

Hamid Koohpai

Creating a Sense of Community in our Neighborhood- Updates

Montreux Fall Social

- 101 adults
- 30 children

Information packets to new homeowners

- Will mail by the end of October



Social Report

Hamid Koohpai

Creating a Sense of Community in our Neighborhood



Social Report

Hamid Koohpai

Creating a Sense of Community in our Neighborhood



Ponds and Stormwater

Carrie Blanton



Lake E:

- Vendor scheduled to install LED lights on the fountain on October 13
- Cannot proceed with any maintenance of the lakes until we resolve the permitting conflict with the City of Issaquah
- 6.2.7-The Association or its appointee shall clean the Lakes of all debris, wild grasses, tree shoots, leaves or other deleterious or harmful materials of whatever kind twice each calendar year, once in March and once in October (or at such other times as the Association determines is appropriate). Siltation and mud buildups in the Lakes shall be removed by a qualified professional selected by the Association at such times as the Association determines is appropriate or the City of Issaquah so requires.
- Inspecting and cleaning stormwater lines will be completed before the end of the year-the plan was to have this work completed in early summer

Newsletter Report



Kay Gosse

Please email information and pictures to Kay Gosse (kay175@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
March 2022	Completed	March 4, 2022
June 2022	Completed	May 29, 2022
November 2022	November 2, 2022	November 18, 2022
March 2023	February 20, 2023	March 4, 2023

Website Report

Cristian Gal

No Report



Board Meeting Agenda

7:00 Welcome, Attendance, Approve 9/14/2022 Board Meeting Minutes – Joyce Stewart

7:05 President's Report – Joyce Stewart

7:15 Chair reports

- ☐ Landscaping – Judy Norman
- ☐ Treasurer – Larry Crews (Joyce will report for Larry)
- ☐ Waterfalls & Electrical – Jerry Lilly
- ☐ Architectural Control Committee (ACC) – Al Dimakis
- ☐ Native Growth Protection (NGPE) – Al Dimakis
- ☐ Covenant, Conditions & Restrictions (CCRs) – Mona Khanuja (Joyce will report)
- ☐ Government Affairs – Susan Glicksberg
- ☐ Social – Hamid Koohpai
- ☐ Ponds & Stormwater – Carrie Blanton
- ☐ Newsletter – Kay Gosse / Joyce Stewart
- ☐ Website – Cristian Gal

8:00 Input from homeowner/s

Review action items for November 9, 2022, meeting

