SNOHOMISH CASCADE HOA BOARD MEETING AND ICE CREAM SOCIAL MINUTES

Wednesday, July 22, 2026, 7pm - John C. Norman Park

I. Denae calls the meeting to Order at 7:01pm

II. Roll Call
   A. Board Members: Denae, Rachel and Tom
   B. Homeowners: Diane Hastings, Steve Cleaves, Kyle Brumbaugh, Ralph Porter, Rob Gallegos (arrived after 9pm)
   C. Management: Ken and Shelly McLarin

III. 15 Minute Open Forum for Homeowners
   A. Homeowner shares that trails from 141st St. SE by lot 31 are overgrown. We will have landscapers check all trails.
   B. Short conversation with owners about time in community and what owners like about living in the HOA.

IV. Approval of Minutes
   A. May Annual Meeting and Board Meeting needed voted on. Attempt to do a conditional vote as agreed on Appfolio, but didn't get all board members to vote.
      i. Denae wants a defined goal for minutes. There's been a continued struggle to have a total board approved document that is not changed drastically, changed based on style preference or too verbose. This made the minutes from May inaccessible to owners due to Denae not using the requested process for edits. She now knows how to use the system to do so.
      ii. There is no set state standard for minutes except there needs to be a record of the items discussed and any motions made. Denae read this from state statutes.
         1. Agreement that there needs to be a correct representation of the meeting with clear language for those not in attendance, posted in a timely manner and grammatically correct.
      iii. Tom makes a motion to put the minutes from May up conditionally for owners as they are currently. Second by Denae. All in favor. Motion carries.
      iv. Denae makes a motion to have feedback on future minutes within 10 days of receipt of minutes. Second by Rachel. All in favor. Motion carries.
      v. Minutes for May will be officially ratified in September after the board has time to look them over after the last-minute changes requested by Denae.
      vi. August minutes will be voted on in the Appfolio system using the comment area to add corrections that meaningfully impact the minutes.

V. Presentation of Reports
   A. Financial Report
      i. Bank Balances – Operating $72,825 Reserves- Money Market $197,128 Savings $507 and 5 CDs $21,625, two at $21,724 and, $21,588, $21,607 ($108,268 combined)
      ii. Delinquencies- currently 13 owe over $500, 6 over $1,000 and 2 over $2,000. We hope to have more plans in place by the Sept. meeting. We are getting help from Denae to go door to door/call for those not responding.

iii. Financial report sent to board- budget comparison report is a great tool to look at year to date information.
    1. Besides monthly scheduled bills payments were for hazard tree remediation, junk removal and the fence final payment.
    2. Question from owner if fencing is done? All contracted work is complete. Thanks, Rachel, for keeping up on this and being diligent with the detail work to get it completed.
    3. Ken clarifies a few capital improvement costs (fence, pump, painting sign) for board and owners present.
    4. Question from owner about reserve study- it's in the budget for this year and we are getting bids. We hope to have a draft in September.

B. Manager's Report -
  i. Audit progress- Both 2025 and 2024 should be completed in the next week.
  ii. It will be sent to the board for review prior to being posted on the portal.

VI. Old Business

A. Fall Garage Sale September 18-19
  i. Email will be sent and signs will go up early the week of the event.
  ii. New a-frame sign needs purchased as one was stolen. Denae makes a motion to replace this sign. Second by Rachel. All in favor. Motion passes.

B. Tree removal behind waterfall completed.

C. Entrances - landscaping and improvements- present images and bids
  i. 2 company's bids presented- NLS and Top-Notch Landscaping
  ii. Options to turn the front into full grass or scale back front plants and remove back tall plants/dying etc. and create low lying base for visibility to entrance. This can totally be adjusted, just getting some options.
  iii. One bid will move much of the existing plants to other area by falls and across the street where none are planted so not wasting plants.
  iv. Will go back to the vendors and get more detailed bid and add suggestions. This was just to do some fact finding and respond to uncover the sign/falls.
  v. If work done it would be a reserve expenses, not from the operating budget.
  vi. Waterfall electrical- Cole Cohn has helped get bids and clarify the issues with the electrical. His recommendation is to go with Haggard unless a bid he's getting shortly comes back less with Evergreen Electric. He thinks the cost and scope is great and they can get it done quickly.
    1. Rachel calls a vote to go with the bid that is the lowest within the next week. Second by Tom. Denae votes no because she wants to have it be two weeks. Motion passes 2:1.

D. Lighting bids for north entrance
  i. NLS, Noise Frog and Outdoor Lighting Perspectives
    1. NLS is the lowest price bid.
    2. Noise Frog -theirs would be the same for the hardware, but labor higher as they are from E. WA and would have to travel.
    3. Outdoor Lighting bid – well over the others. It's an old bid, but they did not respond to my requests for an update. Will ask again.
    4. We will get more bids for the south entrance and present in Sept.

E. Trail challenges from e-bikes

i. We have a bid for $250 each to put metal fence poles in with no e-bike or motor vehicle signs with goal to limit speeding and reiterate rules along the interior of the trails. Adding custom signs would be about $20.
    1. Rachel makes a motion to approve work not to exceed $300 per post including sign up to $2,100. Second by Tom. All in favor. Motion passes.
    2. Management will map out all locations needed and work with vendor.

ii. Request to get bollard bid for a few broken posts at trailheads.

VII. New Business

A. Governing documents revision timeline – review of drafts, board feedback to attorney, meeting of members with attorney, mailing of final document and ballot.

B. The drafts have been shared with the board in February and need to be acted on.
   - i. Denae does not want to open the editing process to anyone outside the board as she feels owners have had a chance over the last few years to provide input on the documents currently on the website.
   - ii. Tom and Rachel agree that the edits need to be done and not to wait any longer. The goal is all edits be done by the October meeting. The board will determine at that point if help is needed to finalize the documents to have them ready before the annual meeting. (most likely April)
   - iii. Rachel will edit the Articles of Incorporation and Denae the Bylaws and CCRs. Denae will also look over the Articles of Incorporation after Rachel is done with them. Then the entire board should then have a final look at all three documents prior to sending to the attorney for the proposed changes.
   - iv. Goal to have attorney at Feb. meeting. Denae will ask him to attend.

C. Scheduling of meetings from Sept. 2026- Aug. 2027- Dates should be set once we have confirmation from the district and meeting notices will be sent to owners.
   - i. Tentative dates are Wednesdays- Sept. 30th, Oct. 21 (budget planning), Dec. 16th (Budget Ratification Meeting), Feb. 17th, April 21st, June 16th and Aug. 18th (Ice Cream Social??)

D. Tree bid for two hazard trees behind owner properties on 65th Dr SE- have one bid and will get a second.

VIII. Board Round Table

A. Ran out of time for this segment.

IX. Adjourn to executive session at 9:11pm

X. Reconvene at 9:14pm

XI. Adjourn Meeting at 9:15pm

<u>Executive Session Topic</u>

Choosing Officer Positions is required by Governing Documents and should have been done after the Annual Meeting but we ran out of time. The board selects the following positions until the next annual meeting.

President-Tom

VP-Denae

Treasurer/Secretary- Rachel
MINUTES UNOFFICIAL UNTIL RATIFIED AT THE NEXT MEETING