

## Vuecrest Community Association

**September 2, 2020 Minutes**

**Board Meeting held online**

<b>Directors Quorum Achieved</b>	Jonathan Kagle Chris Bodiford David Pitkethly Barbara Cosgriff V. Hsiao Rob DeRider
<b>Officers</b>	President – Chris Bodiford Vice President – Jonathan Kagle Secretary – David Pitkethly Treasurer –Lea Sorgen
<b>Committee Chairs</b>	Architecture – Rob DeRider (absent), Steve Bathiche (absent), Bob London (absent), Barbara Cosgriff Bellevue Zoning - OPEN Christmas Lighting - Rob DeRider Compliance Chair - OPEN Flag Duty- Jay Hawblitzel (absent) Good Neighbor – Jonathan Kagle Landscaping – Susan Brandes (absent), Mark Mecham Newsletter – Rebecca von der Burg (absent) Public Utilities Control Chair - Bob London (absent) Safety – Barbara Cosgriff Social – David & Mara Pitkethly, Eileen Foley Website – V. Hsiao Welcoming – David & Mara Pitkethly
<b>Community Members / Others in attendance</b>	Chris Randell Rick Adell
<b>Property Management Company</b>	Nitin Dixit

Called meeting to order at 7:01 PM

**Call to Order.**

**Approval of August 2020 Meeting Minutes**

Motion to approve – Chris, seconded by Rob. Motion passes

### **OFFICER Reports**

**Secretary: David**

No report.

**Treasurer: Lea**

Motion from Rob “Create a fourth Bank of America account, which will hold architectural escrow forfeited funds, and the current Escrow account shall be renamed “Architectural Escrow”. Seconded by Barbara. Motion passes.

Motion from Chris: “Transfer \$15300 from Operating account to Reserve for the year 2021 Reserve Contribution using the surplus that exists in operating as of date. The money to be transferred in Jan 2021.” Seconded by Barbara. Motion passes.

Motion from Chris: “Accept the 20201 Vuecrest Community Association budget as circulated.” Seconded by Barbara. Motion passes. Budget attached as appendix to minutes below.

**Vice President: Jonathan**

No report.

**President: Chris**

No report.

**COMMITTEE Reports**

**Architecture Committee: Rob DeRider**

- 9358 Evergreen Dr. – Fencing project under discussion.
- 9633 Vineyard Crest – New roof proposal. Materials under review.
- 9687 Evergreen Dr. – Roof ridge survey received. Determined to fit within approved envelope.
- 1015 Sunset Way – Roof work underway. Letter to be sent verifying start date of remodeling.
- 9676 Hilltop Rd. – Landscape plan under discussion with city due to slope determination. Working to find low-height plantings to fit covenant and code.
- Escrow fee update – Analyzing timing on projects to see if Covid extension impacts escrow refunds.

**Safety & Security: Barbara Cosgriff**

Reviewing proposals for new safety projects.

**Landscaping: Susan Brandes (absent)/Mark Mecham**

New volunteers joining team. Getting maintenance bids for 2021. West entrance hedges over height limit, trimmed promptly.

Re-landscaping design bids under consideration were explained. Rob recommended Earthworks.

**Welcoming: Mara Pitkethly**

Welcoming on hold until Covid subsides.

**Social: Mara Pitkethly**

Ice cream truck was a success. Motion from Jonathan: “Schedule a second ice cream truck this month.” Seconded by Chris. Motion passes. Jonathan to organize event based on information from David.

Ideas for Lunar New Year celebration under discussion, including decorations, food, and activities throughout the neighborhood.

Looking into ideas for coronavirus-safe Halloween activities. Eileen to lead.

**Public Utilities: Bob London (absent)**

InstaPipe still working on finishing up sewer relining project open issues.

**Newsletter: Rebecca von der Burg (absent)**

No report.

**Good Neighbor: Jonathan**

No Report

**Website: V.**

PropVIVO building web portal for neighborhood business functions.

**OLD Business**

Lamppost repainting project scheduled to begin September 8.

**NEW Business**

Next meeting on October 8th

**Meeting adjourned at 9:28 PM.** (motion: Chris, seconded: Jonathan)

Appendix: Vuecrest 2021 budget proposal

Vuecrest Community Association FISCAL YEAR 2021 BUDGET									
	2019 BUDGET	2020 Budget	2020 Actuals (Till June)	2020 Projection	2021 Budget	INCREASE /DECREASE OVER 2020 BUDGET	Internal Remarks		
<b>REVENUE:</b>									
411000 Member Assessment	61,812	61,812	61,812	61,812	62,220	408	Assessment as zero budget (Sum of Operating & Reserve contributor)		
421000 Transfer Fee	3,900	4,500	1,800	3,600	-	(4,500)	This charge is now paid to PROPVVO		
429000 Architectural Fees	-	-	4,000	8,000	-	(10,000)			
429100 Forfeited Escrow Funds	10,000	10,000	5,000	10,000	-				
431100 Interest Income	200	-	-	-	-	-			
<b>TOTAL REVENUE</b>	<b>75,912</b>	<b>76,312</b>	<b>72,612</b>	<b>83,412</b>	<b>62,220</b>	<b>(14,092)</b>			
<b>EXPENSES:</b>									
<b>ADMIN &amp; OFFICE EXPENSES:</b>									
510100 Bank Fees	0	0	12	12	-	-			
512300 Management Fees	13000	8500	6900	10,500	7,200	(1,300)	Assuming the next year is accounting services only		
512400 Meeting Expenses	0	0	33	33	50	50			
512600 Office Supplies	3049	1750	182	220	200	(1,550)	Re-distributing this under printing /postage for better visibility		
512900 Postage	0	0	0	0	550	550			
513000 Printing	0	0	66	132	1,000	1,000			
513200 Social Expense	7650	7790	359	718	4,500	(3,290)	Use the current year funds		
513300 Storage	925	1400	630	1,512	1,600	200			
513600 Transfer Fees	0	0	300	300	-	-	Reflects the amount paid to PROPVVO from Jan to June		
513900 Website Expense	0	0	54	282	230	230	Adjusted. This cost could be reduced significantly		
519100 Delinquent Admin Fee	0	0	570	900	1,000	1,000			
<b>TOTAL ADMIN EXPENSES</b>	<b>24,624</b>	<b>19,440</b>	<b>9,106</b>	<b>14,609</b>	<b>16,330</b>	<b>(1,860)</b>			
<b>PROFESSIONAL FEES:</b>									
532000 Audit Fees	0	0	0	2,600	2,600	2,600	Includes the audit fees and PROPVVO charges for the audit		
533000 Professional Fees	2060	7600	1138	2,276	5,000	(2,600)	This includes fees for PROPVVO to do accounting work & Cheshire		
534000 Legal Fees	6365	7000	683	3,000	5,000	(2,000)			
536000 Reserve Study	0	0	0	-	1,200	(2,000)			
<b>TOTAL PROFESSIONAL FEES</b>	<b>8,425</b>	<b>14,600</b>	<b>1,821</b>	<b>7,876</b>	<b>13,800</b>	<b>(2,000)</b>			
<b>UTILITY EXPENSES:</b>									
572000 Electricity	1475	1400	580	1,160	1,400	-	Consider implementing solar panels to save this cost		
579000 Underground Locating Center	200	400	245	490	400	-			
<b>TOTAL UTILITY EXPENSES</b>	<b>1,675</b>	<b>1,800</b>	<b>825</b>	<b>1,650</b>	<b>1,800</b>	<b>-</b>			
<b>INSURANCE EXPENSES:</b>									
521100 Insurance	10746	5239	0	5239	5300	41	Assuming it will remain same		
<b>TOTAL INSURANCE EXPENSES</b>	<b>10,746</b>	<b>5,239</b>	<b>-</b>	<b>5,239</b>	<b>5,300</b>	<b>41</b>			
<b>TAX EXPENSE:</b>									
522100 Federal Income Tax	190	250	0	-	-	(250)			
<b>TOTAL TAX EXPENSE</b>	<b>190</b>	<b>250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(250)</b>			
<b>LANDSCAPE &amp; AMENITIES EXPENSES:</b>									
543000 Landscaping Contract	10080	11675	6661	13,322	15,000	3,325	Increased by 10% for inflation and additional items		
545000 Tree Pruning	2650	4580	4017	5,000	5,000	420			
<b>TOTAL LANDSCAPE EXPENSES</b>	<b>12,730</b>	<b>16,255</b>	<b>10,678</b>	<b>18,322</b>	<b>20,000</b>	<b>3,745</b>			
<b>MAINTENANCE EXPENSES:</b>									
553130 Lighting Maintenance (Holiday Lights)	3800	3800	540	1,080	3,800	-	This is for Holiday Lighting		
553180 Common Area Improvements	0	0	0	-	1,000	1,000			
555020 Backflow Device Inspection	0	0	185	185	180	180			
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>3,800</b>	<b>3,800</b>	<b>725</b>	<b>1,265</b>	<b>4,980</b>	<b>1,180</b>			
<b>OTHER OPERATING EXPENSES</b>									
581000 Bad Debt Expense	0	0	6	6	0	0			
582500 Licenses & Permits	0	0	10	10	10	10			
<b>TOTAL OTHER OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>16</b>	<b>10</b>	<b>10</b>			
<b>TOTAL OPERATING EXPENSES</b>	<b>62,190</b>	<b>61,404</b>	<b>23,471</b>	<b>48,997</b>	<b>62,220</b>	<b>866</b>			
<b>RESERVE CONTRIBUTIONS</b>									
610100 Monthly Reserve Contributions	16500	15300	7650	15300	0	(15,300)	Will be contributed from the surplus from Operating account		
<b>RESERVE EXPENSE:</b>									
Paint Project (Lamp Post)	0	0	0	16000	0	4120	Lamp post on all streets		
Landscaping Expense (100th AVE ENT)	0	0	0	0	4120		Showing the item as per the Reserve Study		
<b>Dues Per Lot:</b>	<b>\$305.00</b>								