



# HOA Board of Directors Meeting – April 14, 2021

Virtual Meeting via Zoom Video Conference

# Attendance

P=Present, E=Excused, A=Absent

Attendance	Name	Position	Roll
P	Frank Yandrasits	President	Officer
P	Joyce Stewart	Vice-President	Officer
E	Donna Whitehead	Secretary	Officer
P	Jay Willenberg	Treasurer	Officer
P	Jerry Mack	ACC & NGPE	Director
P	Carrie Blanton	CCR's	Director
P	Susan Glicksberg	Government Affairs	Director
P	Judy Norman	Landscaping	Director
P	Jerry Lilly	Waterfalls & Electrical	Director
P	Hamid Koohpai	Social	Director
A	Anthony Vilante	Past president	Director
	Frank Yandrasits (acting)	Ponds and Stormwater	
P	Cristian Gal	Website	Committee
P	Lynn Mack, Joyce Stewart	Newsletter	Committee
	Ryan Heiberg	Previous Board Member	Advisor
	John Rydell	Past President	Advisor

Quorum: Yes

Others Present: Connie Hanson, Richard Labrecque

# Board Meeting Protocol

Proposal, to be updated as we gain zoom experience:

- 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 be available to residents on request.~~ 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.
- Follow Parliamentary Procedure for decisions requiring a Board vote.
- 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.
- Voting... we will figure this out as we go.

# Board Meeting Agenda

7:00 Welcome, Attendance, Meeting Protocol – Frank Yandrasits

7:05 2021-2022 Board of Director Ballot Results

7:10 Chair reports

- Secretary - Donna Whitehead (approve February and March meeting minutes)
- Treasurer – Jay Willenberg
  - Status of Reserve study
- 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

8:15 Other Topics & Homeowner Input

- HOA email policy

8:30 Review Action Items, Next Meeting

# 2021-2022 Board of Directors Results

131 valid ballots (54%)

## Officers

**President**

Joyce Stewart

**Vice-President:**

Connie Hanson

**Treasurer:**

Jay Willenberg  
Frank Yandrasits

**Secretary:**

Donna Whitehead

## Directors

**Architectural Control (ACC)  
& Native Growth Protection  
(NGPE):**

Jerry Mack

**Covenants, Conditions &  
Restrictions (CC&R's):**

Carrie Blanton

**Landscape:**

Judy Norman

Richard Labrecque

**Government Affairs:**

Susan Glicksberg

**Social:**

Hamid Koohpai

**Waterfalls:**

Jerry Lilly

**Past President, Ex-Officio**

Frank Yandrasits



# 2021-2022 Board of Directors

Name	Position	Roll
Joyce Stewart	President	Officer
Connie Hanson	Vice-President	Officer
Donna Whitehead	Secretary	Officer
Frank Yandrasits	Treasurer	Officer
Jerry Mack	ACC & NGPE	Director
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	
Cristian Gal	Website	Committee
Lynn Mack, Joyce Stewart	Newsletter	Committee
	Electrical	Committee

# 2021-2022 Board of Directors Ballot



## Committee Positions

These are not elected positions but participate as non-voting members of the Board. **If you are interested in helping in any of these areas, please contact [hoa.montreux@gmail.com](mailto:hoa.montreux@gmail.com). Thank you!**

### Communication – Website

Cristian Gal

### Communication – Newsletter

Lynn Mack

### Ponds & Stormwater

Frank Yandrasits

### Landscape - Irrigation

### Landscape – Special Projects

### Electrical

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# Treasurer's Report

Jay Willenberg

[YTD Profit and Loss](#)

[YTD Balance Sheet](#)

[YTD Expense Detail](#)

[Reserve Study \(Draft\)](#)

# Landscape Report

Joyce Stewart

## Goal 3: Manage trees and other natural resources found within the common areas of the development.

Action: Remove and replant dead or dying arborvitae.

- Replanted 72 (8-foot arborvitae)
- Added organic soil
- Assessed reasons for not thriving
- Plan to replant 34 more in April



# Landscape Report

Judy Norman

## Goal 2: Enhance property's curbside appearance.

Action: Eliminate moles.

- Spread castor oil granules
- Recommend reapplication every 2-3 months



# Landscape Report

Judy Norman

## Street Trees

- Consulting agreement with Jim Barbarinas (Urban Forestry Services) for recommendations on alternate species and site preparation specifications.
- Phase 2 (Replanting) will be delayed until this fall.
- Requests for Estimate for Phase 3 and 4 (Pruning).



**Norway Maples**

Activity	2020	2021	2022	2023	2024	2025
Site Analysis						
Phase 1 - Village Park Dr. Removal (20 trees); Pruning						
Phase 2 - Village Park Dr. Replanting (20 trees)						
Phase 3 - Village Park Dr. Pruning (126 trees)						
Phase 4A - Pruning (75 trees) Lac Leman						
Phase 4B - Pruning (23 trees) Montreux Dr						
Phase 5 - Removals & Replanting (11 trees); Pruning						
Recurring Remove & Replace (est. 10 trees/year)						
Recurring Pruning (est. 100 trees/year)						
Annual Budget						

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



**Armstrong Maples**

# Landscape Report

Judy Norman

## Irrigation System

- Landscapes completed an assessment of Montreux's irrigation system.
  - 11 Controllers,
  - 118 Zones,
  - 2,146 Heads
- Sprinkler heads were uncovered; Maintenance recommendations documented.
- Include in the Reserve Study for multiyear funding.
- 2021: Prioritize repair activity based on potential for wasted water.



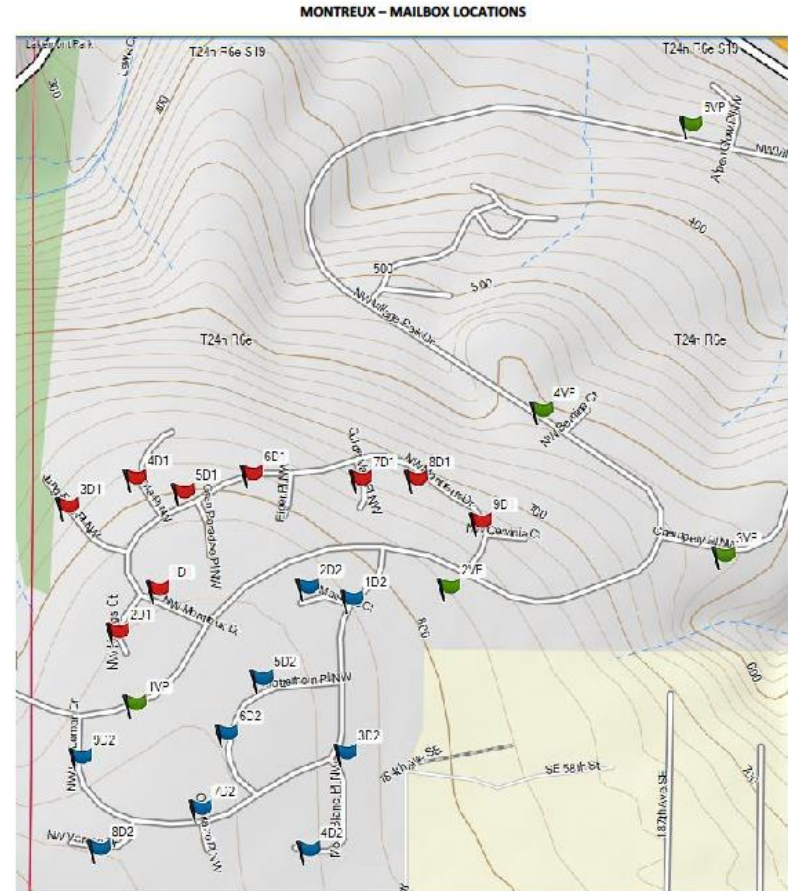
# Volunteer Report

Joyce Stewart

## Mailbox Cleaning



Warren and Ann Hansen



Montreux Mailbox Locations



# Waterfalls & Electrical

Jerry Lilly

# Architectural Control Committee (ACC)

Jerry Mack

## Exterior painting

none

## Roof replacement

none

## Fencing

2 homes – one in Division 1 and one in Division 2 – approved

## Tree removals (on owner's property)

3 homes in Division 1 – approved

1 home requesting replacement with palm tree

## Landscape work

One home (front yard) in Division 1 - approved

One home (backyard/patio) in Division 1 - approved



# Architectural Control Committee (ACC)

Jerry Mack

## Special issue:

- Home on Isola that had fire
- City permit issued 4/2020 for demo and potential reconstruction
- Property has chain link fence all around
- Property has become “eye sore”; high grass, e.g.
- Joyce is communicating with an individual connected to the property for clean up by a landscape company

# Native Growth Protection (NGPE)

Jerry Mack

- 1 tree cut down in Division 1 – vision corridor; approved by City (owner paid)
- Awaiting Tree Risk Assessment work from American Forest Management – originally scheduled for mid-March



# Covenants, Conditions & Restrictions (CC&R)

Carrie Blanton



# Government Affairs

Susan Glicksberg

# Social Report

Hamid Koohpai

- Food Truck Vendors at Montreux – Lake H Location
  - <https://goo.gl/maps/tSGZTky87W4EvgQdA>
  - Pecos Pit BBQ – Saturday May 8, 4-7 PM
  - Polish Cuisine on Wheels – Friday July 16, 4-7 PM
  - The Ultimate Melt - TBD
- Welcome Letter ([Package](#)) to New Homeowners

# Ponds & Stormwater

Frank Yandrasits

## Ponds

- Met with Lake focals on March 15 to discuss mooring the fountains for easier maintenance access.
- Lake F: South fountain not working, North fountain working but lights are out.
- Lake H: Fountain lights are not working.
- Lake E: Fountain currently off due to malfunction.

## Stormwater System

- Still waiting for inspection by Evan Brumfield, City of Issaquah Environmental and Regulatory Program Administrator...

# Newsletter

Lynn Mack

Input for the Montreux newsletter has been coming in.

If you have something to contribute, please send it to Lynn at [mackhome@comcast.net](mailto:mackhome@comcast.net) by ???, including pictures.

All submissions will be edited and formatted so that the newsletter can be distributed by ???

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8:30 Review Action Items, Next Meeting (Wednesday, May 12<sup>th</sup> at 7:00pm)





## Back-up Charts