



# Cascade Highlands Homeowners Association

## Board of Directors

President – Gary Geverink  
Vice President – Jeff Schweinfurth  
Treasurer – Bob Jakubisin  
Secretary – Susan Geverink

CHHOA  
11014 19<sup>th</sup> Avenue  
Suite 8, PMB 204  
Everett, WA 98208

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## Cascade Highlands Homeowners Association Meeting Thursday, February 25, 2021 • 6:30 PM Via Zoom

### Attendees:

Gary Geverink, President  
Jeff Schweinfurth, Vice President  
Bob Jakubisin, Treasurer  
Susan Geverink, Secretary  
Selena Blachford  
Julie and Don Carlson  
Andy and Kim Nelson  
Chanin Kelly-Rae

Pete Chambers  
Sandy and Ernie Ossterveen  
Judy Wood  
Mike Robinson  
Ness Karali  
Justin Broom

### I. Call to Order

- Meeting called to order by President Geverink at 6:36 P.M.

### II. Approve Minutes from January 21, 2021

- Motion to approve meeting minutes by Selena Blachford.
- Second made by Chanin Kelly-Rae.
- Board approved January 21, 2021 meeting minutes.

### III. Architectural Control Committee Update

- The ARC Chairperson reported there was only one roof replacement request for February but expects requests will pick up during Spring.
- The Chairperson also expressed the need to review and revise the ARC Guidelines, specifically for solar roofing and fencing materials as this has been discussed among some homeowners.

#### IV. Finance Review

- Treasurer reported the January 2021 Financial summaries are posted on the website.
- CHHOA dues were mailed a couple of weeks ago and several homeowners dues have already been received.

#### V. CHHOA Annual Dues

- President Geverink reminded members that it has been several years since the dues have been increased and with the immediate need to replace the current mailboxes with a higher level of security for homeowners the board feels the added \$25 per year, total dues being \$425 per year, is appropriate. Since we discussed the possibility of an assessment or dues increases at the last meeting, we hope this did not come as a surprise to anyone. If there are any questions regarding the CHHOA Board of Directors making this decision President Geverink reminded members that in the CHHOA Bylaws – Article IV – Membership – item 4.4 – and Article VI – Maintenance Charges – item 6.2 – it clearly states the Board of Directors may adjust or reduce annual dues, where increase in any year may not exceed the sum of 25% of the preceding year's assessment. The current dues increase is only 6.250%.
- Also pertaining to dues payments, the board once again reminded homeowners to follow CHHOA established procedures and DO NOT deposit dues checks directly into the bank. This disrupts accounting, the bank does not know what to do with this and therefore puts it in the incorrect account. This only creates problems and is counterproductive to the good faith the Board of Directors continues to build throughout the community. This is very time consuming on the part the of the Treasurer. Please mail your dues to the address supplied on the invoice, no exceptions.

#### VI. Mailbox Replacement

- The board has received three bids for the same type of mailboxes and have chosen one supplier from those three. It is felt that this is the best choice to be made for our association.

- Purchasing the right mailbox system to support our needs and keeping costs down are of paramount concern to all serving on the CHHOA Board of Directors. With current reserves and the savings that have been made in our current budget the HOA will have enough to pay for the new mail centers without falling below a minimum amount in our reserve account. There will not be a special assessment to the CHHOA membership for this important security upgrade.
- The increase in our annual CHHOA dues to \$425.00 (approximately \$2.00 per month) is necessary and will help pay for increased costs and will rebuild our reserve account for the next large expense. Trail system surface replacement will be one of the items in the coming years. A plan is being developed to support replacement of the entire trail system over the next five years with minimum upkeep thereafter.
- The original estimate for the mailboxes was \$20,000 however the board was able to bring the total cost down to \$16,639 which includes installation.
- Another bonus that will save homeowners money is that we will no longer need to pay for the mail to be delivered to a PO box. One of the new box slots will be designated for the CHHOA mail. They will also have an additional parcel in each box for packages. This is good given online orders have increased considerably over the last year.

## VII. Open Discussion – Comments from various attendees

- President Geverink reminded members that these meetings in large part are an opportunity for homeowners to discuss any concerns, talk among others and resolve issues as a group. This is why the Board of Directors always encourages attendance and participation. Members should take the opportunity at these meetings to share any concerns or questions they have.
- It was reported that at 104<sup>th</sup> and 27<sup>th</sup> at 4:30 in the morning there were car prowlers checking all car doors. Caution on the part of all members was encouraged.
- Attendees again stated they were very supportive of the new mailboxes due to many in this association who have had their mailboxes broken into, have had their identity stolen and that is well worth the money and efforts to get the current mailboxes replaced.
- The date for installation is pending, but President Geverink will notify the community when a time and date have been confirmed. The current HOA mail person will be involved with this process. Keys will be distributed as soon as possible after installation. The box numbers and keys are assigned by the Post Office. The board will keep homeowners informed during this process.

- There was a question as to whether someone who has a special lock on their mailbox would be able to get it back. Since the board is not aware of whom that might be, President Geverink stated whoever this is they must send a request to the Board of Directors at [board@chhoa.org](mailto:board@chhoa.org) providing their name, address, and mailbox number.

Meeting adjourned at 7:07 PM

APPROVED