

<p style="text-align: center;">Kingsgate Highlands Division 3 and 4 Homeowner Association Board Meeting Minutes - May 13, 2020</p>
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1. Call to order (Mike) - 7:40 (Mike, Darcey, Derek, Mario, Alex, Chris D, Chris A, Scott, and Amador)
 - Guests: Aaron Herold, Robert Frank, Damien Guard, Kevin Jussel, Lindsay Vander Pol, Jason ???, Rose Garmoe, Shirley Tudhope, Matt Larson, Robert Frank
2. Guest Presentations/Questions:
 - Hearing - Don Hough postponed until June by request
 - No presentations or questions
3. Approve Minutes: Approved 9-0 February and April virtually
4. Financial
 - A. Financials
 - Cash on Hand: \$129,737.89
 - Reserves: \$101,158.75
 - Approved financials: Approved 9-0 virtually
 - Execution on projects has been delayed due to COVID-19
 - B. Audit Update
 - 2018 & 2019 Audits - Audits for 2018 & 2019 are in process but there is no update at this time from them.
 - IRS Returns and Filings - we are looking for a tax attorney or the IRS filings/issues to see how to proceed. Darcey has a few names and will reach out. Clarification that these are our corporate taxes, payroll
 - C. Current Liens/Legal Recovery of Dues
 - There are a couple of accounts that are past due and unpaid and will be moved to executive session for privacy for discussion
5. Committees
 - A. Pool Committee (Derek)
 - Ashley Larson introduction
 - Can we do punch cards for guests? Ashley will put together a plan to implement.
 - Can we start using lifeguards for cleanup and setup? We will develop a safety plan that fits with L&I for COVID. Will be performing a zoom meeting to train staff.
 - Filter servicing and boiler maintenance are done with our new vendor
 - No longer using ORCA for any maintenance but are still getting chemicals through them
 - Mike Hickey did roof treatment for moss and power washed pool deck
 - B. Park Committee (Alex)
 - The gate and the awning will not be done this year - the companies we work with are not doing business due to COVID

C. Covenant Enforcement (Mike Padgett)

- As stated above the hearing has been postponed
- We are not enforcing covenant fines due to the Governor's proclamation

D. Architectural Control (Alex)

- Solar install question - the homeowner needs to submit the plan.
- Tree removal question - we have been reactive in nature and defers to the most restrictive environment. The removal fit city guidelines.

E. Recreation

- Still looking for a new recreation chair.
- We will follow the recommendations of the county health department regarding our social activities during the summer

F. Welcoming

- The Burns have been doing an incredible job.

6. Old Business

- None

7. New Business

- Chris Dwyer presented a brief overview of needs based upon the reserve study.
- Discussed the needs for bylaw consolidation - Chris Dwyer will lead this work.
- Chris Dwyer presented regarding updating covenants, conditions, and restrictions - proposed investigation of professional management to support this work. Presentation will be posted. Approved to get bids 9-0.

8. Executive Session

A. None

9:43 Adjourn

Next Meeting: Wednesday, June 10 from 7:15-9:00 @ Online