



## Westridge Place Homeowners Association Inc.

### Board of Directors Meeting

July 14, 2011

6:30 p.m.

*Fire Station #42*

*4321 NW Parker Street, Camas, WA 98607*

**Board of Directors in Attendance:** Bill Dalton  
Ron Lewallen

Chris Clay  
Ronil Prasad

**Guests:** Catherine Reneau, ACC Chairperson  
Martha Atkinson  
Scott & Melissa Beard  
Karin Rivera

**Managing Agent:** Leslie Willey, Association's Managing Agent, represented Northwest Management Exclusive, Inc.

**Call To Order:** Bill Dalton, President of the Board of Directors, called the Westridge Place Homeowners' Association's Board of Directors' meeting to order at 6:34 p.m.

**Establishment of a Quorum:** A quorum was established with the attendance of four (4) of the seven (7) Board Members. Christina Baird-Smith, Jeff Wooden and Buck Milliken were not present.

**Architectural Control Committee:** Catherine reported the ACC met on July 2, 2011. The members considered nine (9) new submissions since June 16<sup>th</sup> and completed three (3) final inspections. She reported seven (7) approved projects were pending completion. The committee members submitted their recommendations concerning three projects started/completed prior to receiving approval.

**1. Appointment of Member to the Architectural Control Committee:**

*Motion: Ron moved to appoint Karen York as a member of the Architectural Control Committee. Chris seconded the motion. The motion passed unanimously.*

**2. Newsletter:** Catherine recommended the a monthly newsletter to heighten community awareness and to communicate the actions of the Board of Directors and the ACC. The Board members discussed the idea of a quarterly newsletter.

**3. Review Architectural Recap:** The Board members reviewed the Architectural Recap report – no action.

4. **Architectural Modification Request Re Tree Removal:** The Board members reviewed the homeowner's request and correspondence explaining the reason for the tree removal without authorization. The Board members approved the request with the stipulation that a replacement tree was to be planted within 120 days and the replacement tree must receive the Architectural Control Committee's approval.
5. **Architectural Request Re Railing Removal:** No action taken by the Board of Directors.
6. **ACC Guidelines:** Bill requested each Board member to review the guidelines and to provide comment before the next scheduled meeting. NWME to mail the guidelines to the Board members for their review and comments. Board members would return the edited version to NWME for compilation.

**Board of Directors' Meeting Minutes – May 31, 2011:** The Board members reviewed the minutes presented. Ron requested the minutes to be corrected so the date of the meeting read May 31, 2011 instead of April 31, 2011.

*Motion: Ron moved to accept the corrected the minutes of the May 31, 2011 meeting of the Westridge Place Board of Directors. Ronil seconded the motion. The motion passed unanimously.*

## **Committee Reports**

### ▪ **Finance and Budget Report**

1. **May Year-To-Date Financial Reports:** The Board members reviewed and discussed the May 2011 financial reports for the Westridge Place Homeowners' Association and the June 2011 Westridge Place Homeowners' Association-Gated Community. Chris discussed the potential legal fees the Association may incur to address/resolve the wetlands issue in August.

*Motion: Chris moved to approve as presented the Westridge Place Homeowners' Association's May 2011 financial documents that included the balance sheet, the income statement and the budget comparison report. Ronil seconded the motion. The motion passed unanimously.*

2. **Status of Delinquent Owners and Collections:** The Board members reviewed and discussed the delinquent owner report – no action taken.

### ▪ **Landscape Committee:**

1. **Landscape Maintenance Report:** Ron reported he walked the Westridge Place community with Geoff Smith of Pacific Landscape Services, Inc. The main focus of the tour was the need to maintain the median in the boulevard better and the need to remove the lower limbs from the trees in the median.

2. **Fountain Pond Area – Monthly Maintenance Proposal:** The Board members agreed to request Pacific Landscape Service, Inc. to maintain the area around the ponds at least monthly.
3. **Gazebo Area Maintenance Update:** Pacific Landscape Services, Inc. was requested and agreed to maintain the area twice a month.
4. **Drainage Swale Obstruction – Status Update:** The Board members reviewed the proposal from Landscape Management to remove the newly created beaver dam.

*Motion: Ron moved to accept the proposal from Landscape Management to remove the newly created beaver dam at a cost not too exceed \$675.00 plus tax. Chris seconded the motion. The motion passed unanimously.*

### **Unfinished Business**

1. **Garage Sale Update:** The annual Westridge Place neighborhood garage sale was a success.
2. **Vancouver Land Law Correspondence Re Fence Matter:** No action taken on the matter.
3. **Commercial Vehicles in Driveway Overnight Parking:** The Board members discussed the creation of a resolution addressing the Commercial Vehicle CC&R rule.

*Motion: Ronil moved to draft a resolution addressing commercial vehicles parked on homeowner lots. Bill seconded the motion. The motion passed with three votes in favor (Ronil Prasad, Bill Dalton, and Chris Clay) and one vote not in favor (Ron Lewallen).*

### **New Business**

1. **Neighborhood Clean-Up & Social Event:** Ron reported that 25 people attended. He thanked Bill Dalton for donating the hamburgers and thanked NWME for donating the paper products. He stated the people appeared to have enjoyed the event and recommended it to be scheduled every year.
2. **CC&R Enforcement:** Deferred until the August meeting.
3. **Replacement of Tree At Retaining Wall:** No action taken on the matter.
4. **CC&R Rule Regarding Signs:** No action taken on the matter.
5. **Retaining Walls Slow Disappearance:** No action taken on the matter.

**Next Board of Directors' Meeting Date:** The next Westridge Place Homeowners' Association's Board of Directors' meeting was scheduled for Thursday, August 18, 2011 at 6:30 pm at Fire Station #42.

**Adjournment:** Ron moved to adjourn. Ronil seconded the motion. No discussion. The motion passed unanimously. The Westridge Place Homeowners' Association's Board of Directors' meeting adjourned at 8:05 p.m.

**Written By:** Leslie Willey, Managing Agent, Northwest Management Exclusive, Inc.

Approved: \_\_\_\_\_ Date: Approved August 25, 2011

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Signatures on File