



Westridge Place Homeowners Association Inc.

Board of Directors Meeting

December 2, 2010

6:30 p.m.

Fire Station #10

1501 NE 164th Avenue, Vancouver, Washington 98684

Board of Directors In Attendance: Board members in attendance were Bill Dalton, Ron Lewallen, Jeff Wooden, and Ronil Prasad. Chris Clay and Christina Baird-Smith were not in attendance.

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 6:30 p.m.

Establishment of a Quorum: A quorum was established with the attendance of four (4) of the six (6) Board Members.

Board of Directors' Meeting Minutes – September 16, 2010: The Board members reviewed the minutes presented.

Motion: Ron moved to approve the September 16, 2010 Board of Directors' Meeting minutes as written. Jeff seconded the motion. The motion passed unanimously.

Board of Directors' Meeting Minutes – October 21, 2010: The Board members reviewed the minutes presented.

Motion: Ron moved to approve the October 21, 2010 Board of Directors' Meeting minutes as written. Jeff seconded the motion. The motion passed unanimously.

Committee Reports

▪ **Finance and Budget Report**

1. **September and October Year-To-Date Financial Reports:** The Board members requested the budget comparison for both September and October to be provided for the Board's review and consideration.

Motion: Bill moved to take no action on the Westridge Place HOA financial statements for September and October pending the receipt of the budget

comparison report for the two months respectively. Ronil seconded the motion. The motion passed unanimously.

2. **Status of Delinquent Owners and Collections:** The Board members reviewed the delinquent owner report – no action taken.
- **Architectural Control Committee:** The Board members reviewed the Architectural Recap provided by NWME. They noted the multiple paint requests and discussed the process followed by NWME with respect to submitted Architectural Requests. Bill requested the Board of Directors to be notified if a response to a submitted Architectural Request was not received in a timely fashion.
- **Neighborhood Inspection Report:** The Board members reviewed the neighborhood inspection report provided by NWME. No action taken.
- **Landscape Committee:**
 1. **Landscape Maintenance Report:** Ron reported the pruning project was completed as requested.
 2. **Possible Drainage Swale Obstruction:** NWME reported several homeowners had contacted the office to report rising water in the creek. As instructed, NWME contacted Geoff Smith of Pacific Landscaping Services to request an investigation of the area to determine, if possible, the cause of the rising water. NWME reported a beaver dam had been identified. The Board members requested NWME to contact the City of Vancouver representative to determine the next steps for relieving the rising water and addressing the beaver dam issue located in such a sensitive area.

Unfinished Business

1. **Annual Meeting Review:** Bill thanked and praised the Board members for conducting the meeting in his absence.
2. **Other Concerns:** No concerns reported.

New Business

1. **Restricted Covenant As Related To Mediated Settlement – Update & Next Steps:** Bill reported the restrictive covenant had been recorded against the Declarant's property. He shared the history and the reason for the restrictive covenant with the new Board members.
2. **2011 Proposed Budget & Assessment Increase Consideration:** The Board members reviewed and discussed the 2011 proposed budget that reflected an increase in assessments at 3% and at 6 %, respectively.

Motion: Bill moved to adopt a 6% increase in assessments for the 2011 fiscal year and to adopt the 2011 budget reflecting a 6% increase in assessments. Ron seconded the motion. The motion passed unanimously.

- 3. Homeowner Request To Expunge Violation Letter – Acct #**015:** The Board members reviewed and discussed the correspondence the homeowner, dated November 9, 2010, requesting a CC&R violation letter to be expunged from the record.

Motion: Bill moved to grant the homeowners’ request to expunge a CC&R violation letter from the record. Ron seconded the motion. The motion passed unanimously.

- 4. Homeowner Request For CC&R Violation Fine To Be Waived – Acct #**012:** The Board members reviewed and discussed the correspondence from the homeowners, undated, requesting an assessed CC&R violation fine to be waived.

Motion: Bill moved not to grant the homeowners’ request to waive an assessed CC&R fine. Ronil seconded the motion. The motion passed with three in favor (Bill Dalton, Ron Lewallen, and Ronil Prasad) and one abstention (Jeff Wooden).

Budget Ratification Meeting Date: The Board members agreed to schedule the Budget Ratification meeting for Tuesday, December 28, 2010 at 6:30 pm (location to be determined).

Next Board Meeting Date: The next Westridge Place Homeowners’ Association’s Board of Directors’ meeting was scheduled for Thursday, January 20, 2011 at a location to be determined.

Adjournment: Ron moved to adjourn. Ronil seconded the motion. The motion passed unanimously. The Westridge Place Homeowners’ Association’s Board of Directors’ meeting adjourned at 7:40 p.m.

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

Approved: _____ Date: Approved 1/20/11

Approved: _____ Date: _____

Signatures on File