

Westridge Place Homeowners Association Inc.
Board of Directors Meeting Minutes
August 4, 2005

The meeting of the Board of Directors of Westridge Place Homeowners Association was called to order at 7:30 pm at the home of James Cochran.

ATTENDANCE:

Present: President: James Cochran, Vice-President: Miron Washington, Secretary/Treasurer: Catherine Reneau, Directors – Anita Anjoubault, James Bangert and Lance Boyce. ACC Committee members: ACC Representative: Ruth Clowes, Member: Martha Atkinson

Absent: Rick Bowler

ESTABLISHMENT OF QUORUM:

James Cochran called the meeting to order and established that a quorum was present.

REVIEW, AMEND AND APPROVE PRIOR BOARD MINUTES:

The minutes from the July 11, 2005 meeting were presented and reviewed.

Miron Washington moved and James Bangert seconded that the minutes be accepted as presented. Motion carried unanimously.

ACC COMMITTEE REPORT:

Ruth Clowes reported that she and Martha Atkinson had driven around the entire neighborhood to get a feel for the level of neighborhood compliance with our CC&Rs. She reported various violations such as: dried lawns, weeds, exposed garbage cans. This is particularly true of the entire street on SE 9th Circle. Jim Cochran reported that he reviewed the first inspection report sent by NW Management and that he has talked with several of the homeowners on that inspection report. Jim stated that many of the homeowners said they would just ignore a letter from the Association.

A discussion ensued about failures to remove garbage cans from the street within a reasonable time period after pickup and whether such cans are required to be hidden from view. Jim Cochran proposed being proactive on this issue and now is an opportune time to encourage homeowners to comply. James Bangert proposed sending everyone on SE 9th Circle a basic letter about the Association rules and requirements. A lively discussion then ensued about how to best do this and get the message out to the right people. It was noted that our first violation letter is a rather benign letter that requests compliance.

James Bangert moved and Lance Boyce seconded that a first violation letter be sent to everyone on SE 9th Circle to inform the entire street and improve compliance. Those in compliance should receive a letter by regular mail and those not in compliance should

receive their letter by certified mail, which begins the three-notice requirement as provided in our Fine Policy.

Motion carried unanimously.

ARBORIST RECOMMENDATIONS:

Jim Cochran reported that he contacted four arborists and discussed recommendations for helping homeowners take care of their trees. The Wafertech arborist toured the community at no charge and noted that there were many trees with no new growth. This late in the season, new growth should be very apparent. We have as much as 50% of our trees that are distressed and approximately 25% of those will be dead within two years. The cost to have our entire subdivision surveyed would cost between \$1200 and \$3500. Since this is not possible with our current financial situation, this was tabled until next January or February when the Board will revisit this issue.

LANDSCAPE CONTRACT REPORT:

Catherine Reneau reported that she had turned the bid from Ceron Landscapes over to NW Management and asked them to obtain other bids to survey our landscape maintenance costs. This is part of our contract with NW Management and they are completing this process now.

Catherine Reneau moved and Anita Anjoubault seconded to table this item until the next board meeting.

Discussion ensued as to the value of obtaining bids when we may not be seriously interested in changing our landscaper. Catherine discussed some irrigation issues with the board and recommended that we seriously consider remaining with Landscape Management Services until we resolve our irrigation problems.

Anita Anjoubault motioned and Lance Boyce seconded that we remained with Landscape Management Services for the time being. Motion carried: 5 votes aye, 1 vote nay.

Catherine pointed out that she has met with the Landscape Management Services several times and that they have generally done everything she has asked. She recommended that the Board appoint a Director to act as a liaison with Landscape Management Services.

Miron Washington moved and Lance Boyce seconded that Catherine Reneau act a liaison between the Association and Landscape Management Services. Motion carried unanimously.

ACC GUIDELINES:

Jim Cochran reported the ACC has been working on the ACC guidelines and Flag Guidelines. A draft has been included in the Board packet for tonight's meeting.

James Bangert moved and Catherine Reneau seconded that the ACC committee meet one more time to review/modify the guidelines and present their recommendation to the

Board. Catherine amended the motion to ask the Board to hold a separate working session to review and discuss the ACC guidelines. Motion carried unanimously.

Ruth Clowes left the meeting at this time.

FINANCIAL REPORT:

Treasurer Catherine Reneau reported on the transition to the new property manager. The conversion of the financial statements should be completed by next week and we will be able to present the financial statement for June and July at that time. Catherine presented a report of our cash position and projected future expenses (Exhibit A).

Catherine reported several issues to the Board dealing with Invest West Management. She has discovered that Invest West opened a bank account in the name of "Westridge Gate" but that this bank account was not opened at the request of the Board nor was the Board informed of this bank account. Bank statements have been requested but not yet received. Further, we have not received our original documents from Invest West that have been requested by NW Management. Catherine reported that 25 journal entries were needed to correct the financials from Invest West and that we were given unbalanced general ledgers for May and June.

She further reported that Invest West turned over the remaining funds on July 31st less \$157.00 that Invest West retained for copies. She has not been able to obtain a copy of this invoice. Jim Cochran recommended that the President and Treasurer write a letter to Invest West asking for this information to be provided.

Catherine also presented the Board with a report showing YTD ACTUAL Vs BUDGET COMPARISON (Exhibit B).

Catherine presented the Board with the billing for the insurance premiums. The property liability policy premium is \$4,894.00 and the Director's and Officers policy is \$2,616.00 for a total insurance cost of \$7,510.00. The property liability policy can be paid in monthly installments with a finance charge of \$54.00. Catherine recommended that the Board consider paying the premiums in full so as to not risk the Association's insurance coverage should funds become limited later in the year.

Lance Boyce moved and Anita Anjoubault seconded that the premiums be paid in full. Motion carried unanimously.

Catherine presented Clark Public Utility invoices for electricity in the Gated Community. As before, the Board feels these are Developer costs and should not be paid by the Association and no action was taken on the invoices.

INSURANCE:

Jim Cochran reported that he had made a \$1,000 error in reporting the premium cost to the Board last month. Further, he chose to increase the property policy limit on environment (wetland) issues from \$500,000 to \$1,000,000 at a cost of \$64 additional premium. Jim discussed the Developer's wetland permit and stated that he did not think it would be a problem. Jim reported that the Fountains and the Gazebo area are wetlands and wetlands buffer areas. Jim's action was his concerned the Association has adequate coverage in case of a requirement to provide wetlands mitigation in the future, which is usually a 10-year mitigation plan.

NEW BUSINESS:

Scheduling a Special Homeowners Meeting date and agenda were discussed. The meeting looks like it should be held in November. Proposed agenda items were: Presentation of 2006 Budget, Introduction and Update from the Board of Directors, Presentation of the ACC Guidelines.

Martha Atkinson left the meeting at this time.

Jim Cochran presented a draft mission statement as a start to getting a handle on the Board's work plan. We need to work on the 2006 Budget, complete the ACC guidelines, Study the need for a Special Assessment and hold an annual Homeowners Meeting and perhaps refine our enforcement/fine policy.

CLOSED SESSION:

Miron Washington moved and Lance Boyce seconded to go into closed session to discuss the Board's response to Rick Bowler's Conditions for Resignation (from the Board of Directors). Motion carried: five votes aye, one vote no.

The Board returned from closed session and Jim Cochran will prepare a response letter for the Board's approval.

ADJOURNMENT:

It was moved and seconded to adjourn the meeting at 9:30 pm.

The Board of Directors approved these minutes at a meeting of the Board of Directors on October 3, 2005.

Submitted by:

Catherine R Reneau
Westridge Place HOA
Secretary/Treasurer



July 22, 2005

Rick Bowler
One Pacific Corporation
313 SE 199th Avenue
Camas, WA 98607

Dear Mr. Bowler:

Based on your concerns regarding the speeding on Westridge Boulevard following the completion of the corridor to SE 1st Street, the City has prepared the attached signing and striping plans. We will implement the plan this summer. Please review the plan and provide us your comments.

The City collected traffic count and speed survey data to note the traffic conditions as of the fall of 2004. The traffic count and speed survey data is attached for your reference. I am confident this plan is the best approach to manage the speed of traffic on Westridge Blvd. for the following reasons:

- The striping will narrow the travel lanes and take advantage of the curvature of the roadway to control the speed of traffic. The double yellow center lines will restrict drivers' tendency to use the full AC width to keep up their speed.
- The bike lanes will discourage drivers from hugging the curb through the curves resulting in both slower speeds and making the street safer for bicyclists.
- The stop signs and stop lines on the asphalt will reduce the likelihood of collisions at the intersections. Please note, no additional stop signs are proposed for Westridge Blvd, only for the minor cross streets.
- The crosswalk at SE 6th Street will make it safer to cross Westridge Blvd. for children walking to school.
- More restrictive traffic calming options are available, but it does not appear necessary based on the speed survey of the existing traffic. In the future, if you or the community want to pursue other options, the City makes no implied commitment to fund such work by implementing this plan.

After receiving your comments and finalizing the plans, we will send out a postcard to notify the residents of the changes. At our meeting you expressed interest in other traffic calming measures. We will be glad to provide technical assistance if you are willing to fund the installation, provided the measures are acceptable. Staff is committed to assuring that your traffic safety goals are successful.

If you have any questions or comments, feel free to contact me at (360) 696-8290, Ext. 8404.

Sincerely,



John Manix, P.E., P.T.O.E.
Traffic Engineer
Neighborhood Traffic Control

Attachments

Cc