

Westridge Place Homeowners Association Inc.
Board of Directors Meeting Minutes
February 21, 2006

The meeting of the Board of Directors of Westridge Place Homeowners Association was called to order at 7:10 p.m. at the home of James Cochran.

ATTENDANCE:

Present: President: James Cochran, Secretary/Treasurer: Catherine Reneau, Directors – Anita Anjoubault and Lance Boyce. ACC Representative: Ruth Clowes

Absent: Directors: Rick Bowler, Miron Washington and James Bangert

ESTABLISHMENT OF QUORUM:

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

REVIEW AND APPROVAL OF THE JANUARY 21, 2006 MEETING MINUTES

Lance Boyce motioned to accept the meeting minutes as presented. Anita Anjoubault seconded the motion. The motion passed unanimously and Northwest Management will keep the minutes on file.

ACC UPDATE

ACC Chairperson Ruth Clowes reported on the January inspection report. The ACC committee has approved one landscape on 19925 Se 6th Way in the last month. Ruth asked for the Board's policy on the length of time Christmas lights can remain after the holiday season. The Board discussed the issue of Christmas lighting left up on several homes (including two Christmas light contest winners) for along time after the holiday season. Jim Cochran proposed that Christmas lights be allowed from Thanksgiving until the following January 31st, after which homeowners should be sent a non-compliance letter stating that the lights are now considered a permanent fixture and an ACC request form needs to be submitted for approval.

Anita motioned to accept Jim's Christmas tree proposal and to send a letter to the offending homeowners. Lance Boyce seconded the motion. The motion passed unanimously. (Action Item)

Ruth also reported an unsightly "For Sale" sign on 9th Circle. This sign is a homemade sign with tear offs and plastic wrap. They are also placing For Sale signs around the neighborhood and on the Boulevard. The Board reviewed the CC&Rs and ACC guidelines. The Board instructed Marian to write a courtesy letter asking the homeowner if they would purchase a better sign and to inform the homeowners that such signs are not allowed around Westridge, particularly along the Boulevard. **(Action Item)**

Ruth asked that the ACC Form be revised and the statement "work must begin in 60 days" be removed form the form. The Board approved this change and Marian will remove the statement from the ACC form. **(Action Item)**

Ruth discussed the Summerplace Homes model home with the multi-colored paint and stonework that was not compatible with the rest of Westridge Place. New construction is under the purview of the Declarant, One Pacific. The Board took no action on this discussion.

Ruth asked about ACC Committee responsibility and for clarification about Gated Community architectural modifications. For example, she received a request for installation of a trampoline with a 9' screen. She forwarded this request to Jim Cochran and when she did not receive a response, she forwarded it to Rick Bowler. Concerned about the 30-day time period expiring, she sent a letter of denial to the homeowners. Should Westridge ACC committee accept requests from the homeowners in the Gated Community? The Board explained the original CC&Rs filed in 1998 include the Gated Community. Our agreement with the Declarant is that the Declarant handles new construction and the ACC Committee handles existing homes. Once a home is completed and occupied, it comes under the purview of the ACC committee and the ACC committee should proceed accordingly. Jim Cochran will address these issues with Rick Bowler. **(Action Item)**

HAZARDOUS TREE ASSESSMENT

Ruth Clowes presented a list of all homeowners who have contacted the City Arborist and a list of all who have received approval for tree removal. Ruth asked for clarification from their recent ACC Committee meeting that the homeowners must first obtain an independent arborist opinion before contacting the City Arborist. Jim Cochran expressed concern that the City Arborist was not giving a formal recommendation for tree removal. After Board Discussion, Marian will contact the City Arborist and ask that he change the language in his letters to reflect his professional recommendation after assessing the tree(s). **(Action Item)**

Jim Cochran obtained recommendations from the City Arborist and a private certified arborist on the trees in the Bioswale on Westridge and 10th. Two small trees at the west end of the swale and three large trees at the East end were examined. The Arborists requested dirt removal from the base of the three large trees for better assessment of the trunk health. The Arborists concur on the recommendation to remove the two small trees on the East end, as they are hazards. Marian will contact Landscape Management Services to remove the dirt and give a bid for removal of the two smaller trees. **(Action Item)**

The Board directed Marian to write Robin Cozzalino at 19518 SE 10th St. and Shane and Rachel Hamby at 19704 SE 9th Street for a progress report on the restoration of their homes from fallen trees **(Action Item)**.

LANDSCAPE REPAIRS

Catherine Reneau reported on the landscaping repair work along Westridge Blvd and 10th. This work was not performed according to bid. The landscaper placed sod in the area instead of the proposed bark dust and drought tolerant plants and the drainage does not appear to be sufficient. Catherine also reported that the invoice stated 108 ground cover plants including those for replacing the three relocated Laurels and in counting, the plants there were only 75. The Board had not authorized ground cover plantings in the area planted. The Board directed Marian to arrange a meeting with Rick Gilbert from Landscape Management Services to review the work and the bid. **(Action Item)**

TREASURERS REPORT

Treasurer Catherine Reneau reported on the current cash balance in the Association and noted that 21 homeowners had not paid their dues. Only one homeowner owes dues for more than one year. That homeowner has not followed the payment plan arranged last fall at all and has not acknowledged Catherine's attempts to make other arrangements. In accordance with our prior agreement, the Treasurer reestablished all late fees and interest at the end of January when the 2006 dues were not timely paid. This homeowner now owes the Association five years of dues plus accrued late fees and interest. The Treasurer requested the Board authorize her to file a lien to protect the Association's interest.

Anita Anjoubault motioned to begin the lien process on this homeowner. Lance Boyce seconded the motion. The motion passed unanimously. Marian will start the lien process (**Action Item**)

Catherine presented an Actual to Budget Comparison for January 2006. Catherine asked the Board to give her direction on how often they wanted to see a Financial Report. The Board directed that quarterly reporting was sufficient.

OTHER BUSINESS/NEXT MEETING

- A. Retention of Board Attorney:** Marian reported that Phil Foster agreed to represent Westridge Place as attorney of record.
- B. Bylaws rewrite for Board Nominations:** Lance Boyce presented a change to By-law Article 4.1 to improve the timing of the nomination period for Board elections. Lance will add back the wording inadvertently removed and present the final revision at the next Board meeting.
- C. April HOA meeting Agenda items:**
Jim Cochran reported that his and Miron Washington's terms expire this April and the Association must hold new elections. Our CC&Rs require this meeting to be on the second Tuesday of April (April 11th), providing we can find a location. The Board directed Marian to contact Evergreen School District for the availability of Shahala Middle School on this date.

We will once again ask the Association members to waive the audit requirement. It was a close vote at the homeowners meeting in December and there is clearly large community support for this.

In addition, the Treasurer will prepare a Supplemental Budget from January 2007 to April 2007 to shift the budget cycle to a 16-month budget. (**Action Item**)

D. Scheduling the annual garage sale:

Catherine reported that she had contacted Rachel Hamby, who organized the garage sale last year. It is clear from last year the community desires to coordinate the garage sale with other neighborhood associations to increase traffic. Mrs. Hamby contacted Lacamas Shores and they will pick their date in March. Catherine recommended waiting to set the date until we could coordinate with others and noted the weekend of June 9-11th is Rose Festival weekend. There were a number of community complaints last year when the garage sale was on this weekend.

E. Traffic Committee:

Catherine reported on the Traffic Committee. She has now contacted the four homeowners who signed up at the Homeowners Meeting in December and is working on scheduling an inaugural meeting date. After discussion, the Board decided to charge the Traffic committee with researching available community grants and methods to slow traffic on Westridge Blvd.

F. Gated Community Reserves

Treasurer Catherine Reneau motioned to reserve the Gated Community \$300 surcharge collected from Gated Community members for future Gated Community needs on an ongoing basis. Anita Anjoubault seconded. Motion passed unanimously.

G. Next Board meeting: The Board came to consensus on holding the next board meeting on March 14, 2006.

H. Landscape Committee

Catherine Reneau requested the Board to form an official landscape committee to assist her with common area landscape issues. She requested the appointment of Karen York to the committee as her assistant. The Board discussed its desire to consider a re-design of the entryway and directed the Landscape Committee to develop some alternative suggestions for the Board's consideration.

Anita Anjoubault motioned and Lance Boyce seconded to appoint Catherine Reneau and Karen York to the Landscape Committee for overseeing the common area landscaping and entryway. Motion carried unanimously.

I. Association Tax Returns

The Treasurer presented the Association tax returns for 2004 and 2005 for review and acceptance by the Board.

Anita Anjoubault motioned and Lance Boyce seconded to accept the 2004 and 2005 Association tax returns and authorized the President to sign the returns. Motion carried unanimously.

CLOSED SESSION

Anita Anjoubault motioned and Lance Boyce seconded to go into Closed Session to discuss Declarant status and issues regarding turning control of the Board and the HOA over to the Homeowners. Motion carried with Catherine Reneau voting no.

The Board entered closed session at 8:30 pm.

Upon leaving closed session at 9:00 p.m., the Board voted to pursue direct discussions regarding Declarant issues as discussed in the closed session.

Meeting adjourned at 9:10 pm.