

Westridge Place Homeowners Association Inc.
Board of Directors Meeting
March 26, 2008
19808 SE 10th Street, Camas, WA 98607

Call to Order

President James Cochran called the Board of Directors meeting of Westridge Place Homeowners Association to order at 7:00 p.m. Jim established that a quorum was present.

In attendance: Directors Jim Cochran, Catherine Reneau, Sam Fenstermacher, Ron Lewallen, Chris Clay. *Absent:* Bill Dalton

Invited Attendees: Northwest Management Exclusive, Inc. representatives, Leslie Willey and Beth Thompson

Guest Homeowners: Steve Liss, Todd Crowson, Dale Tubbs, Bill Rucinski, Bill Covington, and Shirley Bangert

Approval of February 28, 2008 minutes:

- Ron Lewallen motioned to approve the February 28, 2008 minutes as presented. The motion was seconded and passed unanimously.

Acceptance of Pacific Landscaping Bid for landscape maintenance

- Ron Lewallen motioned to approve and accept landscape bid from Pacific Landscape. The motion was seconded and passed unanimously.

Financial Report- Catherine Reneau

Catherine reported that \$50,000.00 was transferred to the money market account. Monies are transferred as needed usually about every 60 days. The Association is three months into the year, progressing as normal and at about the same place in regards to dues collection. All but two individuals in the gated community have not paid their dues and five in the non-gated community have not paid their dues. One particular homeowner, Ms. Morkert Hammer, has not paid her dues and is refusing to do so even after several notifications. The homeowner has already received a lien. A certified letter was mailed and returned to NWME as unclaimed. All communications with this homeowner will cease. Catherine reported on the delinquent homeowner Ms. Cindy Read and her request to waive late fees. After discussion, Clay motioned to waive the late fees for Ms. Reed. Ron seconded the motion. The motion passed unanimously. Catherine further reported that the non-gated community is 100% dues assessed and the gated community currently has 8 lots that need to be built-out and these lots are not dues assessed.

Attorney Update

Mr. Cochran reported that Mike Wynne has not yet completed his review of the Bylaw changes. The Bylaws will be considered at the next Board meeting.

ACC Update: Sam Fenstermacher.

Committee Chair Sam Fenstermacher reported that numerous requests have been received with most of them concerning paint colors. The committee has been established and is meeting via email. Generally, two-thirds of the committee members respond to requests. Sam discussed with the Board one particular ARC request that wants to marry vinyl siding with the hardiplank siding of the house. Sam will review the CC&R's to determine if the request is possible. Sam stated that 5 or 6 ARC requests are outstanding. Regarding the pink house, Sam believed that the Board would respond to the homeowner. The end of May is the deadline for the pink house homeowner (6th Way) to either paint or provide a timeline to complete the paint project to the BOD.

Catherine discussed the concept of temporary permits. Temporary permits would allow a homeowner a temporary variance to the CC&R's with a short deadline. Of course, this temporary permit would need to be submitted for Board approval prior to violating a CC&RS. Sam volunteered to create such a document.

Catherine made the ACC committee aware that when the 8 vacant lots begin to build-out, the owners must have the plans approved by the ACC Committee. If the plans are not approved then the owner will be assessed a \$1,000.00 fine. Beth will let the ACC Committee know when the county has issued a building permit. Catherine suggested that a letter should be forwarded to all owners of the vacant lots informing them of the process so that approval is secured before building.

Transition Items - Jim Cochran.

Jim outlined and discussed the two or three items that are outstanding legally speaking.

- The 2004 CC&R invalidity for the gated-community. Two attorneys and one mediator determined that the CC&R's were not valid for five reasons. One of the two main reasons for the invalidity is that the CC&R's were not approved by the entire HOA as required by the 1998 CC&R's. In order for the new CC&R's to be valid, the CC&R's need to have 67% approval of the entire HOA. Mike Wynne recommends 67% approval from the gated-community too to strengthen the approval of the CC&R's. Therefore, a committee needs to be formed to drive the process for creating CC&R's. The approval can be accomplished with a proxy. Homeowners from the gated community discussed the challenges to creating and to passing newly written CC&R's. The other reason for the invalidity is that Washington State law requires 100% community approval and 2 lot owners refused to approve the CC&R's when previously submitted for approval.
- Mediation Terms not in compliance: (Mike Wynne has put Mr. Boler's attorney on notice. Mr. Wynne will need to be instructed or consulted as to how to proceed)
 - The Design Center has not closed. The center was to be closed by February 14, 2008. The home is not to be used for commercial purposes. Code Enforcement of the City of Vancouver can be contacted.
 - The Wetlands have not yet received certification. The Resource Company is owed \$26,000.00 by One Pacific. Until paid, the Resource Company will not release the report therefore, virtually the wetlands are still owned by One Pacific. Mike Wynne has been able to subrogate the HOA from One Pacific with respect to the Resource Company bill. The HOA does

not want to be responsible for the Wetlands if the wetland area is not certified. The HOA is responsible for \$3,000.00 towards the cost of the report generated by the Resource Company.

- Gate Activation: Capstone and Advanced Electric were not paid by One Pacific; therefore, neither wants to continue working on the gate project. The BOD asked NWME to secure three bids for repairing or replacing the gate system. The three suggested vendors were Metro Overhead, Brown's Overhead Doors, and Cornerstone fencing. **(Action Item)**
- Capital Reserve Study: This study for both the gate and non-gated community is necessary to determine how long the dues need to be raised to cover costs.
- Election of new Board Members: Cathy and Jim will be resigning April 8th. Immediately following the annual meeting, the new BOD should meet to elect the officers as per the CC&R's.
- Landscaping Issues: Ron will be chairing the landscape committee. Catherine will remain on the committee. NWME is to secure bids to change and/or repair the stucco entrance signs. The cinder block fence is also the responsibility of the HOA. Funds have been budgeted for repair. The new landscape agreement will save the HOA \$5,000.00 per year.
- The CC&R amendments need to be recorded. Mike Wynne will be responsible for ensuring that the amendments get recorded.
- Ponds: No trespassing signs need to be posted and gates need to have locks. A homeowner reported a part of the fence needs to be repaired. The fence has a gap that needs to be addressed promptly. NWME will be requested to place the signs on the fence around the ponds and near the swell.
- Insurance Policy: Since the developer is gone, the BOD requested that insurance be put out to bid. The CC&R's state the minimum coverage. The rates will probably increase because of more common areas.
- Property Management Contract: The contract expires at the end of June. The contract can be renewed or do an RFP.
- Association Website: A homeowner presently updates the site at the cost of her yearly dues plus out of pocket expenses (renewal of domain name). This needs to be monitored.

Annual Meeting Update:

Catherine reported that Jim Cochran will not be attending the annual meeting. Ron Lewallen will also not be attending. Presently, about 50 proxies have been received and the meeting mailing was mailed about the first of the month. Catherine has also posted on the community message board a reminder to homeowners to send in their proxies. Catherine suggested that the community needs to be canvassed. Jim suggested that new proxies be mailed since more homeowners have volunteered to be on the BOD. New proxies will be mailed and those who fail to select a representative will be contacted.

Newsletter:

Catherine stated that a newsletter will be created and mailed after the annual meeting.

Board Member Resignation:

Catherine submitted her resignation from the Westridge Place Homeowners' Association. Her resignation would be effective at the adjournment of the meeting.

Next Board Meeting Date: Technically, the next BOD meeting is April 8th, the annual homeowners' meeting.

Adjournment:

- Sam Fenstermacher motioned to adjourn the meeting. Ron Lewallen seconded and the motion carried unanimously. The meeting adjourned at **8:30 pm.**

These meeting minutes were approved at the board meeting on 4/17/08.