

Westridge Place Homeowners Association Inc.

Board of Directors Meeting

7:00 Pm.

June 19, 2008

Springhill Suites Hotel Cascade Room
Tech Center Drive, Vancouver, Washington

Call To Order

Bill Dalton, President of the Board of Directors, called the Westridge Place Homeowners' Association's Board of Director's meeting to order at 7:30 p.m.

Directors Present:

Bill Dalton, Sam Fenstermacher, Chris Clay, and Steven Liss

Directors Absent:

Ron Lewallen, Todd Crowson, and Dale Tubbs

Guest Homeowners:

Bill Rucinski and Catherine Reneau were in attendance.

Establishment of Quorum:

Upon the arrival of Steve Liss a quorum was established for the purpose of conducting the board of directors meeting for the Westridge Place Homeowner's Association.

Approval of May meeting minutes:

Minutes of the May 2008 meeting were introduced by Bill Dalton for approval. After careful consideration and review, Chris Clay motioned that they be accepted as read, Sam Fenstermacher seconded the motion, all approved without further discussion or amendments. **Action:** Approved minutes from the May 15, 2008 BOD meeting.

Committee Reports:

- **Finance and Budget Report;**

Bill Dalton presented the financial statements as prepared by NW Management Exclusive. Steve inquired about the negative balance showing for the month of May, Chris was concerned that there were no maintenance costs expensed in the month, and Bill inquired about the division of legal, administrative, and other charges. Catherine Reneau volunteered as the ex-treasurer to explain that the reason for the negative balance in May is attributed to the income flow usually coming in the early months of the year. All homeowner dues are due and payable by the end of January. Catherine also explained that the maintenance and landscaping expenses should have been accrued and shown as an expense even though the bills might not have been actually paid at the time the report was compiled. As should other bills received and yet not paid be accrued and shown as expenses. She also noted that the postage expense was higher than normal because of the newsletter mailing. There were no further discussions. **Action:** None taken, it was

recommended that NW Management up-date the financials to reflect the accrued expenses for May and to resubmit for board approval.

▪ **Architectural Control Committee – Sam Fenstermacher**

Sam reported that the committee has been receiving numerous requests and that his committee was responding as fast as they could.

1. New requests are emailed to the committee members for their comments and approvals. If no response is forthcoming from the members after five days Sam considers the ACC request based on the CC&R's and ACC Guidelines.
2. He then either calls or emails approval to Beth at NWME and delivers the signed copy within the thirty day time frame. He is also inclined to phone the homeowner to advise him of the committee's decision.
3. There is no further follow-up unless a request is denied.
4. Sam discussed his concern about the monthly inspection process and challenged its place on the ACC Committee agenda.

Discussions followed regarding the 10th Street Shed debacle, the definition of a pergola, (*Webster: pergola n. [It, arbor, projecting cover, beams, framework, an arbor, esp. one with an open roof of cross rafters or lattice-work supported on posts or columns, usually with climbing vines]* versus a gazebo, shed or other freestanding outbuilding, whether or not large patio covers (roofs) should have rain gutters to control runoff, [*see ACC guidelines section 4.10 Patio, Deck Covers and Arbor's (Article V, Section) b. "Patio covers shall be situated on the lot to provide drainage solely into the owner's lot via gutters"*] and other issues raised by Bill regarding the handling of the ACC committee process. While no motions were offered and therefore no actions taken, Sam agreed to revisit the process and to solicit input from all committee members regarding the process and procedures. It was noted that all of the board members, and the chairpersons of various committees, are getting their baptism by fire. We are in a learning phase at present. Among the issues that Sam will review with the committee to develop a working guideline for all to follow are:

1. Is the approval process, thirty day response, 120 day completions, with final inspections anything other than an initial approval as a permit to commence, requiring a final inspection and approval upon completion?
2. Should not all signed approvals or denials be returned to Beth in the return self addressed stamped envelope provided by NWME within a reasonable time?
3. Is it prudent for the committee to grant conditional approvals, or should the approval be denied with an explanation of the remedy needed to gain approval, and require the applicant to resubmit his request?
4. Should the letter from Beth to the homeowner include a "No Sign" reminder? Painting contractors should not be allowed to suggest that the homeowner gets a discounted price if they allow the contractor to advertise their services by way of a lawn sign.
5. Painting requests are still being submitted with only the small paint sample obtained from the retailer being offered which is not sufficient to visualize the color on a home. Some larger size standard needs to be established (4"x5", 8"x10") or should we require a test patch be applied to the home for approval?

6. Should the ACC Guidelines be amended to prohibit “as is” or “same as” repaint project? Considering that many homes were painted 6-7-8 years ago and the same color may no longer be available. Or after painted, it becomes the owners view verses the neighbors view as to what the color “was”, and then disputes and arguments spoil the fun. Should all paint projects be subject to the ACC request process?
7. Should all approvals expire after the time limits have expired (commence project within thirty days after approval and completion within 120 days thereafter) and should NWME notify applicant in writing that the approval has expired?
8. Should all correspondence between homeowner and NWME regarding approvals, denials, and expiration be by certified mail (thus requiring homeowner to go to the east Camas postal depot) or would DHL, FedEx, or UPS provide the traceability required to prove delivery?
9. Should a member of the ACC accompany NWME on monthly inspections?
10. Should ACC hold open meetings to allow homeowners an avenue to present their plans, provide answers, concerns, objections, clarifications, and alterations when necessary rather than be subjected to unnecessary time delays caused by decisions and answers delivered by mail?
11. NWME will send the Westridge Place Architectural Recap by pdf file weekly to be posted to the director’s website so that all members of the board will have access to this information on a timely basis.

▪ **Landscape Committee:**

Ron was not in attendance, Catherine Reneau discussed the “Beautification” of the entrance and presented the color samples that were selected, but not yet approved. There was a sum of \$3,700.00 budgeted for this project which includes power washing all the stucco fence along 192nd Avenue and the entrance structures into Westridge Boulevard, repairing and resurfacing all cracks and blemishes, and new painting. To date three contractors have responded to our RFP on this project. Two contractors bid pressure washing only (\$892.65 and \$2050.00), one contractor bid the entire project as requested at \$ 10,035.56 with tax. While no specific action was recommended, it was the agreed that we needed more information to proceed with this discussion. Information concerning the repair to the fence around the north pond was requested but unanswered. Bill Rucinski offered that fence has not been fixed as of this date. Also the need for safety related “Keep Out” signs, posted on the fence was discussed. This will require the boards vote on an exception under a safety variance to protect against trespassing and the potential dangers of a friendly water hazard. No further action was taken.

• **Gated Community Committees**

Dale Tubbs, not in attendance, submitted a written up date of the progress to date which is attached for reference. There ensued a rather lengthy and sometimes heated discussion regarding the care and maintenance of the common areas, pools and ponds, and wetlands. Although no decisions were made, several directions became obvious to all in attendance. Chris, Sam and Bill requested that the following course of action should follow;

1. We have an obligation to keep the area from becoming overgrown with weeds and vines. We need to keep the area mowed down and prevent it from becoming an eyesore. We need to secure bids to accomplish this.
2. We have a mediated settlement with the developer that isn't worth the paper it is written on. Steve Liss has done a good job of getting our attorney to address these non-compliance issues with the developer's lawyer. Now where do we go, legally?
3. We have a wetlands issue that needs to be resolved. What are our legal obligations going forward, How do we comply with the 5-8-10 year mitigation requirements of state and federal regulations. How can we avail ourselves of the reports that were done prior to the mediated settlement by The Resource Company? What do we have to now?
4. We need to schedule a meeting with our attorney, Mike Wynn for all board members to attend so that we can discuss all of the legal ramifications concerning these issues, develop a step by step legal guide to follow and determine our legal options as board members and homeowners.

New Business

- **Contract with NWME;**
A proposed new contract commencing July 1, 2008 was presented for the boards review. Discussions were tabled until members could review the document and voted on by all members of the board.
- **HOA Insurance Policy;**
No discussions, follow-up information needed from NWME.
- **Legal Recording of CC&R amendments and Change in By-Laws;**
Not discussed due to time constraints. However these need to be recorded as soon as possible. Mike Wynn should advise.

Next Board Meeting Date

Bill scheduled the Westridge Place HOA's Board of Director's meetings for the third Thursday of July (July 17th) the location to be Springhill Suites, Cascade Room at 7:00 pm.

Adjournment

The Westridge Place Homeowners' Association's Board of Directors meeting adjourned at 10:00 p.m.

Approved: BOD Approved

Date: 7/17/08