

**Westridge Place Homeowners Association Inc.
Board of Directors Meeting**

7:00 p.m.

October 23, 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 Directors' meeting to order at 7:06 p.m.

Establishment of Quorum

A quorum was established with the attendance of six of the seven Board Members. Those in attendance were Bill Dalton, Ron Lewallen, Dale Tubbs, Todd Crowson, Sam Fenstermacher, and Chris Clay. Stephen Liss was absent.

Northwest Management Exclusive, Inc.

Leslie Willey, Association's Agent, represented Northwest Management Exclusive.

Review and Approval of September 18, 2008 BOD meeting minutes:

After review, with no corrections or additions, Ron Lewallen moved that the minutes for the September 18, 2008 Board of Directors' meeting be approved as presented. Chris Clay seconded the motion and the motion passed unanimously.

The Board of Directors discussed the action item mentioned in the September minutes concerning the ACC's procedure for approving paint colors voicing concerns, requesting clarification, and offering suggestions for the process.

Old Business:

1. Daycare Business – Operating?

The Board of Directors discussed the Daycare business being conducted in the Westridge Place community. NWME reported that the homeowner had received a letter requesting the business to cease operation but had not received any verification whether or not the business had complied. The Board of Directors requested that the homeowner be sent a second notice requesting verification of the close of business or be fined for a CC&R violation. (*Action Item #1*)

2. Small Claims – Mediation Option

The Board of Directors discussed and dismissed the option to mediate. The Board of Directors instructed NWME to proceed with the Small Claims action immediately. (*Action Item #2*)

Committee Reports

▪ Finance and Budget Report – Todd Crowson

1. Review August Financial Reports For Approval:

Todd presented the balance sheet to the Board members. He reported the following account balances:

Money Market Account	\$9,213.03
Reserve Account	\$1,022.78
Gated Reserve Account	\$8,423.90
Total Current Assets	\$28,093.95

Todd commented on the current balance of the Gated Reserve Account reminding the Board members that Dale had warned them during the September meeting of outstanding expenses for the gate. The Board members discussed the purpose of a Reserve Study. They also reviewed the budget noting the cost of removing the fence along Westridge Boulevard and SE 7th Way. The Board members also reviewed the legal fees and requested that the amount to be re-allocated to the proper accounts, Gated and Non-Gated. (*Action Item #3*)

Bill was designated as the Association's contact to Mike Wynne, the Association's counsel, for all communication related to Westridge Place Homeowners' Association.

Motion: Dale made a motion to accept and approve the financial documents as presented. Dale seconded the motion. The motion passed unanimously.

2. 2009 Budget Meeting:

The Board members discussed impending budget issues and items to address at the upcoming budget meeting. The budget meeting was scheduled for November 10, 2008 at 6:00 pm at Northwest Management Exclusive, Inc.

3. Proposed Increase in 2009 Assessments

The Board members discussed the allowable 6% increase in the assessments pursuant the Bylaws of Westridge Place. Todd requested that the current

assessment totals and assessment totals with a 6% increase be forwarded to him to assist with the planning of the 2009 budget. (*Action Item #4*)

▪ **Architectural Control Committee – Sam Fenstermacher**

1. New Requests:

Sam reported that at the present time no new requests had been submitted.

ACC Issues:

The Board members reviewed the Architectural Recap noting the numerous projects in need of inspections to determine if the project was completed as per the Architectural Request or if the project had been started per the request.

Motion: Sam made a motion to accept NWME's offer to check all Architectural Requests, from January 2008 through October 31, 2008, for completion and compliance with the ACC's expectations. This inspection is in lieu of the overlooked February neighborhood inspection. Ron seconded the motion. The motion passed unanimously. (Action Item #5)

▪ **Landscape Committee – Ron Lewallen**

1. Weed Control, Center Island, Swale Maintenance Issues:

Ron stated that the area where the fence was removed along Westridge Boulevard would be reseeded along with site in the common area with the gazebo.

2. Questions/Concerns:

Todd reported that the Association's sprinklers along Westridge Blvd bordering his residence were in broken and in need of attention. The Board members further discussed possibilities for addressing the area off of SE 197th Avenue.

▪ **Gated Community Reports – Dale Tubbs**

1. CC&R's:

a. Proxy Update:

Dale reported that he had the Gated Community covered but needs help with outside of the Gated Community. The Board members volunteered walk sections of the neighborhood to secure the proxies needed to adopt the CC&R's.

b. Section 2.6 concerning “Wetlands”

Dale addressed the “Wetlands” issue stating that the responsible party is the entire Homeowners’ Association. Bill presented the history of the “Wetlands” informing the Board members that on July 14, 1997, the Wetlands Covenants to WPHOA from Clark County was granted

2. Ponds, Pumps, and Fountains:

Dale again restated the pumps did not have reliable power and reliable power is necessary to ensure proper functioning of the pump motors. He stressed the cost of repair would fall an all homeowners in the Westridge HOA if the CC&R’s were not adopted.

Other Business

▪ **Special Homeowners’ Meeting – November 6, 2008**

The Board members discussed the process, responses to the possible questions asked by the attending homeowners, and the proper presentation of the material, the CC&R’s. Bill requested that each Board member email him suggestions for the best delivery of the information for the upcoming meeting.

Next Board Meeting Date

The next Westridge Place Homeowners’ Association’s Board of Directors’ meeting was scheduled for Thursday, November 20, 2008 at 7:00 p.m. at the Springhill Suites, Cascade Room.

Adjournment

Sam moved for the meeting to be adjourned. Todd seconded the motion and the motion passed unanimously. The Westridge Place Homeowners’ Association’s Board of Directors meeting adjourned at 9:00 p.m.

Approved: _____ Date: _____
Signatures on File
Approved: _____ Date: _____