



Westridge Place Homeowners Association Inc.

Board of Directors Meeting

July 16, 2009

6:00 p.m.

Springhill Suites – Cascade Room
Tech Center Drive, Vancouver, Washington 98683

Board of Directors In Attendance

Board members in attendance were Bill Dalton, Ron Lewallen, Dale Tubbs, Stephen Liss and Sam Fenstermacher. Chris Clay and Todd Crowson were not in attendance.

Northwest Management Exclusive, Inc.

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

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 6:35 p.m.

Establishment of a Quorum

A quorum was established with the attendance of five (5) of the seven (7) Board Members.

Board of Directors' Meeting Minutes – June 18, 2009

The Board members reviewed the minutes presented.

Motion: Sam moved to accept the June 18, 2009 Board of Directors' Meeting minutes as presented. Ron seconded the motion. The motion passed unanimously.

Committee Reports

- **Finance and Budget Report**

1. **Review June and Year-To-Date Financial Reports – Review and Approve**

The Board of Directors reviewed and discussed the presented financial documents (balance sheet, income statement, and budget comparison).

Motion: Ron moved to accept the financial documents as written. Dale seconded the motion. The motion passed unanimously.

2. Insurance Renewal

The Board members reviewed and discussed the insurance renewal documents.

Motion: Ron moved to accept the insurance premium (\$7,330.00 annual premium) as quoted by Community Association Underwriters of America, Inc. and the offer to lock this annual premium expense for the next three (3) years. Stephen seconded the motion. The motion passed unanimously.

3. Homeowner Requests for Waivers of Violation Fines

- **Acct # ***96** - The Board members reviewed and discussed the homeowners comments as presented in the electronic message received June 18, 2009.

*Motion: Ron moved to waive all late fees, interest and charges assessed to account #***96. Stephen seconded the motion. The motion passed unanimously.*

- **Acct # ***53** - The Board members reviewed and discussed the homeowners comments as presented in the electronic message received July 16, 2009.

Motion: Sam moved to deny the homeowners request to waive the assessed \$50.00 fine for a CC&R violation. Ron seconded the motion. The motion passed unanimously.

- **Acct # ***11** - The Board members reviewed and discussed the homeowners comments as presented during the homeowner's hearing on June 18, 2009. The Board members agreed to forward the homeowner's comments and request for a variance to the Governing Committee of the Gated Community for consideration.
- **Acct # ***13** - The Board members reviewed and discussed the homeowners comments as presented during the homeowner's hearing on June 18, 2009.

Motion: Stephen moved not to grant the homeowner's request to waive the assessed fines; but instead, offer the homeowner a proposal to pay one-half of the fines within fifteen days with the stipulation the homeowner complies with the CC&R's. Ron seconded the motion. The motion passed unanimously.

- **Acct # ***16** - The Board members reviewed and discussed the homeowners comments as presented in the electronic message received May 29, 2009.

Motion: Dale moved to not grant the homeowners' request to exclude them from the enforcement of the CC&R regarding parking cars in the driveway in the Gated Community. Stephen seconded the motion. The motion passed unanimously.

▪ **Architectural Control Committee – Sam Fenstermacher**

1. New Requests

The Board members reviewed the Architectural Recap Report. Sam reported that most of the requests concerned paint and landscaping improvements.

2. ACC Issues – For Board of Directors Review

1. Request for Waiver of Hedge Height

The Board members reviewed the homeowner's correspondence submitted requesting a variance for the hedge height.

Motion: Dale moved to allow the homeowner to maintain the rear hedge height at 11 feet with side hedges maintained at a height between six (6) and seven (7) feet.

2. Request for Waiver of Hedges Along Fence

The Board members reviewed the homeowner's correspondence submitted requesting consideration of original landscaping plan. The Board members requested the originally approved landscaping plan to be submitted for their review.

3. Request Regarding Clematis on Fence Return

The Board members reviewed the homeowner's letter requesting consideration for Clematis on the fence returns. The Board members agreed the homeowner should submit an Architectural Request Form.

3. Final Inspection Update

The Board members discussed the responsibility of conducting the final inspection of the projects once completed. Sam agreed to delegate the task to his committee members.

4. CC&R Clarification – Christmas Lights

NWME requested assistance with a Christmas light matter. The Board members discussed the presence of Christmas lights this late in the year and agreed to treat the matter as a permanent exterior lighting fixture that requires approval from the Architectural Control Committee.

- **Landscape Committee – Ron Lewallen**

1. **Spring Maintenance Update:** Ron reported that he would be in contact with Geoff Smith of Pacific Landscaping to address the water issue on the north side of Westridge Boulevard.
2. **Entrance Lighting:** Ron reported that Prairies Electric is scheduled to complete the entrance lighting project on Friday, July 17th.

- **Gated Community Report – Dale Tubbs**

1. **Gate Closure Project Update:** Dale reported the Gate Closure Project was progressing as expected. The most recent task completed was the assignment of vendor codes to the homeowners. Each home was assigned one vendor code. He announced that on July 31st at 7:00 pm the gates will be closed 24/7.
2. **Enforcement of Gated Community CC&R's:** The Board members instructed NWME to continue to enforce the CC&R's for the Gated Community as written.

Unfinished Business

- **Wetlands/Mediated Settlement Update:**

The Board members reviewed and discussed the documents presented by Bill. The Board members did not take any action on the matter.

- **Gate vs. Car Incident:**

The Board members reviewed the information submitted by the owner of the car that was allegedly struck by the gate. Based on the documentation the Board members believed the Association was not responsible for the damage incurred.

- **Reserve Study Update:**

Bill Dalton requested the report be returned to The Helsing Group for modifications. The report needs to reflect the reserve funds necessary to meet the obligations of the entire Association and the reserve funds necessary to meet the obligations of the Gated Community.

New Business

- **Pedestrian Codes for Non-Gated Homeowners to Access Gated Community:**

The Board members discussed the reasons and arguments why non-gated homeowners should be given pedestrian codes to access the Gated Community.

Motion: Stephen moved to authorize non-gated homeowners an access code for the pedestrian gates. The motion did not receive a second. The motion failed.

Stephen requested this topic to be placed on the August agenda for further discussion.

Next Board Meeting Date

The next Westridge Place Homeowners' Association's Board of Directors' meeting was scheduled for Thursday, August 20, 2009 at 6:30 p.m. at the Springhill Suites, Cascade Room.

Adjournment

Ron moved to adjourn. Dale seconded the motion. The motion passed unanimously. The Westridge Place Homeowners' Association's Board of Directors' meeting adjourned at 9:00 p.m.

Approved: _____ Date: Approved Sept. 24, 2009
Approved: _____ Date: _____

Signatures on File