



Westridge Place Homeowners Association Inc.

Board of Directors Meeting

September 24, 2009

6:30 p.m.

*Northwest Management Exclusive, Inc.
1401 SE 163rd Avenue, Vancouver, Washington 98683*

Board of Directors In Attendance

Board members in attendance were Bill Dalton, Ron Lewallen, Dale Tubbs, Stephen Liss, Chris Clay and Todd Crowson. Sam Fenstermacher was 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 6:49 p.m.

Establishment of a Quorum

A quorum was established with the attendance of six (6) of the seven (7) Board Members.

Board of Directors' Meeting Minutes – July 16, 2009

The Board members reviewed and discussed the minutes presented.

Motion: Ron moved to accept the July 16, 2009 Board of Directors' Meeting minutes as written. Dale seconded the motion. The motion passed unanimously.

Committee Reports

- **Finance and Budget Report**

1. **July 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. Todd seconded the motion. The motion passed unanimously.

2. August 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. Chris seconded the motion. The motion passed unanimously.

▪ **Architectural Control Committee**

1. New Requests

The Board members reviewed the Architectural Recap Report. The Board members noticed the absence of final inspections on completed projects. NWME explained the Architectural Request process along with the respective roles and responsibilities of the ACC and NWME in the review process.

2. Home Painted Un-Approved Color – Update

The Board members discussed the home painted an unapproved color and the imposed fine for non-compliance. Ron reported an unintentional misunderstanding occurred concerning the process for ACC approval.

Motion: Ron moved to suspend the imposed fine and request the homeowner repaint with approved colors no later than November 15, 2009. Stephen seconded the motion. The motion passed unanimously.

3. Decorative Flag Display

The Board members discussed a homeowner's complaint concerning the flying of a non-American flag from a Westridge Place residence. The Board members requested NWME to notify homeowner of non-conforming flag pursuant the ACC Guidelines.

▪ **Landscape Committee – Ron Lewallen**

1. Fall Maintenance Schedule - Update: Ron reported the landscaping of the common areas was progressing as usual. He reported on tree pruning and tree replacement.

2. Entrance Lighting: Ron reported the project had been completed.

3. Unauthorized Weed Spraying in Common Areas: The Board members discussed the notification concerning unauthorized weed spraying in the Association's common areas. The Landscape Committee volunteered to address

the matter with the concerned homeowner and to approach the homeowner allegedly spraying the common areas without authorization.

▪ **Gated Community Report – Dale Tubbs**

1. **Gate Closure Project Update:** Dale reported the gates were closed without incident. With the closure of the gates, the real estate sign rule will be strictly enforced.
2. **Gated Declaration, Section 3, Sub-Section 3.12 Storage – Variance Consideration:** The Board members discussed the proposal for a variance. The Board members agreed to defer the variance policy to the Gated Community Board of Directors for consideration and definition.
3. **Enforcing Gated Community CC&R's Regarding Landscaping Matters-Retroactive:** The Board members discussed the landscaping expectations pursuant the Gated Community CC&R's. The Board members instructed NWME to request homeowners to provide copies of originally approved landscape plans if dispute compliance request.

Unfinished Business

▪ **Wetlands/Mediated Settlement Update:**

Bill reported the Association had not received any new information concerning the wetlands matter.

▪ **Gate vs. Car Incident:**

The Board members reviewed and discussed the information re-submitted by the owner of the car allegedly struck by the gate. Considering the Association's deductible and the cost of the claim, the Board members agreed to pay the claim from the Gated Community funds.

Motion: Stephen moved to pay the costs of the claim (\$1,163.90) to repair the vehicle hit by the gate from the gated community funds. Chris seconded the motion. The motion passed with four (4) votes in favor (Stephen Liss, Todd Crowson, Ron Lewallen, and Chris Clay) and one (1) vote not in favor (Dale Tubbs).

▪ **Reserve Study Update:**

NWME reported the Reserve Study was received with the requested modifications. The Board members requested NWME forward an electronic copy for review, consideration, and discussion at the Board of Directors meeting in October.

▪ **Letter Re Gate Access To Developer:**

Stephen proposed reasons for each Board member's consideration why the Association should revoke Mr. Bowler's gate access codes for non-performance with the wetlands

matter pursuant the ratified mediated agreement. The Board members discussed the terms of the mediated settlement related to the wetlands, discussed the involvement of the City of Vancouver related to the wetlands, discussed the possibility of getting the matter in front of a judge if access denied, and discussed concerns for both personal safety and possible property damage should access be denied.

Motion: Stephen moved to forward a letter to Mr. Bowler revoking his gate access codes if the wetlands issue is not remediated pursuant the ratified mediated settlement within thirty days. Chris seconded the motion. The motion passed with four (4) votes in favor (Stephen Liss, Todd Crowson, Ron Lewallen, and Chris Clay) and two (2) votes not in favor (Dale Tubbs and Bill Dalton).

Leslie Willey informed the Board of Directors the letter would not be written by NWME on the advice of counsel and recommended the Association's attorney evaluate the decision before any action was taken on behalf of the Association.

- **Pedestrian Codes For Access To Gated Community By Non-Gated Community Homeowners:**

Stephen presented reasons and arguments for pedestrian access codes to the gated community for non-gated homeowners. The Board members discussed and considered the request for pedestrian codes for non-gated homeowners.

Motion: Stephen moved that any Westridge Place homeowner should receive a pedestrian gate access code if the request is made in writing and assessments are current. The motion did not receive a second. The motion failed.

Stephen presented reasons and arguments for pedestrian access codes to the gated community for Board members. The Board members discussed and considered the request for pedestrian codes for Board members.

Motion: Stephen moved that Board members should receive a pedestrian gate access code to the gated community to complete Association business. Chris seconded the motion. The motion failed with three (3) votes in favor (Stephen Liss, Todd Crowson, and Chris Clay) and three (3) votes not in favor (Dale Tubbs, Bill Dalton, and Ron Lewallen).

New Business

- **Homeowner Request To Waive Fine Assessed For Installation Of Patio Without Architectural Control Committee Approval:** The Board members reviewed and considered the homeowner's personal correspondence dated August 17, 2009, detailing the circumstances for the unauthorized installation of a patio and the homeowner's request to waive the fine. Prior to rendering a decision, the Board members considered the Association's CC&R's and Architectural Guidelines.

Motion: Chris moved not to waive the \$100.00 fine. Ron seconded the motion. The motion passed with four (4) in favor (Ron Lewallen, Dale Tubbs, Chris Clay and Bill Dalton) and one (1) not in favor (Todd Crowson).

- **Homeowner Request To Waive Fine Assessed Late Fees, Interest, and Lien Fees:** The Board members reviewed and considered the homeowner's personal correspondence dated August 29, 2009, requesting the assessed late fees, interest charges, and lien fees be waived.

Motion: Chris moved not to waive the assessed late fees, interest, or lien fees. Ron seconded the motion. The motion passed unanimously.

- **Homeowner Request To Cease The Assessment Of Fines and Other Charges:** The Board members reviewed and considered the homeowner's personal correspondence dated August 19, 2009, requesting the assessed fines and other charges be waived and requesting all violation fines cease.

Motion: Stephen moved not to waive the fines or other charges. Ron seconded the motion. The motion passed with five (5) in favor (Todd Crowson, Stephen Liss, Chris Clay, Ron Lewallen, and Bill Dalton) and one (1) not in favor (Dale Tubbs).

- **Homeowner Request To Waive Fine Assessed Violation Fine:** The Board members reviewed and considered the homeowner's personal correspondence dated August 10, 2009, requesting the assessed fine be waived.

Motion: Stephen moved not to waive the fine. Todd seconded the motion. The motion passed unanimously.

- **Homeowner Request For Reconsideration Of Decision Regarding Violation Fine:** The Board members reviewed and considered the homeowner's personal correspondence dated July 30, 2009, requesting the Board members reconsider their decision to not waive the assessed fines.

Motion: Stephen moved to deny the homeowner's request for a reconsideration of the Board of Directors previous decision to uphold the assessed fine. Chris seconded the motion. The motion passed unanimously.

- **Homeowner Request For Reconsideration Of Decision Regarding Architectural Request For Fence Slats:** The Board members reviewed and considered the homeowner's personal correspondence dated July 28, 2009, requesting the Board members reconsider their decision not to approve the homeowner's Architectural Request for fence slats.

Motion: Todd moved to deny the homeowner's request for a reconsideration of the Board of Directors previous decision not to approve the homeowner's Architectural Request for fence slats. Ron seconded the motion. The motion passed unanimously.

- **Homeowner Request For Consideration Of Original Landscaping Plan:** The Board members reviewed and considered the homeowner's submitted landscaping plan, undated, and request for the Board members to accept the plan as previously approved.

The Board members agreed to grant request to accept plan as submitted since plan was previously approved by the developer.

- **Homeowner Request For Variance To Hedge Rule:** The Board members reviewed and considered the homeowner's personal correspondence dated July 15, 2009, requesting a variance from the CC&R on fencing.

Motion: Dale moved to table the request until the Board of Directors for the Gated Community can provide guidance on the matter. Chris seconded the motion. The motion passed unanimously.

Next Board Meeting Date

The next Westridge Place Homeowners' Association's Board of Directors' meeting was scheduled for Thursday, October 15, 2009 at 6:30 p.m. at Illahee Elementary School – Forum 19401 SE 1st Street, Camas, WA 98607.

Adjournment

Chris moved to adjourn. Ron seconded the motion. The motion passed unanimously. The Westridge Place Homeowners' Association's Board of Directors' meeting adjourned at 9:26 p.m.

Written By: Leslie Willey, Managing Agent, Northwest Management Exclusive, Inc.

Approved: _____ Date: October 15, 2009
Approved: _____ Date: _____

Signatures on File