



## **Draft Meeting Minutes**

**Wandermere Estates Homeowners Association**

**Semi-Annual Board Meeting**

**April 22<sup>nd</sup>, 2014 at 6pm**

### **I. Call to order – 6:02pm**

- a. Introduction of WEB Properties, Inc. Staff** - Bill Butler – President, Nikki Bardwell, HOA Manager & Andy Butler, HOA Manager
- b. Approval of March Committee Meeting Minutes**- Carol Turner motioned to approve, Bob Kannberg seconded the motion. Minutes will be posted on [www.wandermereestateshoa.com](http://www.wandermereestateshoa.com) & [www.webpropertiesinc.com](http://www.webpropertiesinc.com).

### **II. Financial Update – Bill Butler**

- a. Account Balances** – As of the end of March, Wandermere Estates has \$40,054.90 in the Operating Account, \$48,029.69 in the Reserve Account and \$26,594.47 in the Savings Account, for a grand total of \$114,679.06 in all accounts.
- b. Delinquencies** – There are currently \$24,354.78 in outstanding homeowner dues, late fees, interest, lien filing fees & CC&R violations. The largest delinquency is still 13503 N Copper Canyon, who owes \$5,721.56. All homes who owe over \$1,000.00 & who are not making payments as agreed have been lienied.
- c. Budget** – Wandermere Estates is currently \$8,057.91 over budget for the year. This is partly due to delinquencies that we budgeted to have been paid in the amount of \$6,666.42 and because of the need to pay for the 2012 Audit to be performed. We believe this will even out over the year as dues come in.

### **III. Transition Board Election – Don Kolb**

- a.** Don Kolb explained that the Transition Committee, made up of himself, Mike Dobson, Bruce Johnson, Dave Lafferty, met with Dick Vandervert to confirm that he agreed that the transition date would be on May 15<sup>th</sup>, 2015. Dick agreed with this date. They also asked Dick if there were any agreements made with people that would hinder the future Board & Dick answered that there were no such agreements. Dick also agreed to give them access to maps & plans of the Association so that they could have access to them 24/7 & 365 days a year, in case of an emergency. Don Kolb stated that Wandermere Estates is an interesting community & the Board will need help from additional committees during the transition and after.
- b.** Don Kolb also said that the Transition Committee had put together a 25 point Board Manual in an effort to help guide the elected Transition Board as well as a list of helpful hints to being on a Board. Carol Turner provided the Transition Committee with Meeting Minutes from 2010-2014 to aid in this development. The minutes are available to all homeowners on [www.wandermereestateshoa.com](http://www.wandermereestateshoa.com) as well.
- c.** He also stated that all ballots need to be post marked by May 15<sup>th</sup>, 2014 to be counted in the election. Don Kolb & Mike Dobson will meet with WEB Properties, Inc. on May 19<sup>th</sup>, 2014 to be present for the vote tally. Bill Butler made note that the CC&R's state that the election is to be by secret ballot and those present during the count will have to keep that information confidential.

**d. Candidate introductions** – The names of the candidates were drawn at random. Each candidate was given 3 minutes to speak about themselves & their stance on issues within the HOA. After the candidate was finished addressing the meeting attendees, they were allowed to take two questions, one from a female & the other from a male.

**1. Alan Ashton** - Alan Ashton has lived on Fireside Lane since the summer of 2010. He retired from the Bellingham Housing Authority where he was the Director of Leased Housing. He and his staff of twelve were responsible for the administration of Housing Choice Voucher and Shelter Plus Care subsidies in Whatcom County. Alan worked with HUD Region X staff in Seattle and was responsible for the interpretation and consistent application of the Federal regulations that governed these two programs. Over 1,800 families were served. Alan was a computer analyst and trainer for many years and owned a database programming and consulting company while living in Lynnwood, Washington. Alan would encourage discussion of the 55+ issue, though he is in support of keeping Wandermere 55+. He would also like to look into revising the CC&R's, means to enforce the CC&R's, & to protect the value of the community. He stated that he has done little work on 55+ with HUD but the rules are very simple.

**2. Tom Schoesler** – Tom was unable to attend the meeting but Don Kolb read an email from Tom that stated, "I will not be able to make the meeting this evening due to a school function for my daughter. If I was to be there I would cover 3 things. Opening a discussion for repealing the 55+, maintaining infrastructure to very high standards, and growing the reserve fund."

**3. Ted Miller** – Unable to attend the meeting.

**4. Lisa Miller** – Unable to attend the meeting.

**5. Dave Lafferty** – Dave stated that this is a new era for Wandermere Estates & the owners can control their own future starting in May of next year. The past is the past and he would like to look forward & support the Transition Board, whoever is elected. If he was elected, he would look to make decisions that are good for the Association as a whole & not just the individuals. He is pro 55+ and wants to establish a good working relationship with the current Board & management for the next year. He would like to appoint an ARC & strengthen the community.

**6. Bruce Johnson** – Bruce thinks that Wandermere is a great neighborhood & there is plenty of room to grow. He is pro 55+ & would like to see an ARC established with homes being built with appropriate drainage plans. Wandermere needs to move forward & build community. He would be in favor of having sub committees under the Transition Board. He believes that there will need to be people to help the Board.

**7. Bob Aagard** – Bob has been serving on the Advisory Committee and stated that it has been frustrating. He does not believe that you can satisfy everyone but he would try his best, if elected. He was an electrician by trade and would be willing to help with other projects. He believes that Wandermere cannot go back but has to move forward. Bob is also pro 55+.

**8. Shirley Labere**- Shirley worked 23 years federal government in both field locations and national headquarters. She worked for the local Bureau of Mines, WFOC, as a Budget Assistant for seven years before transferring to Washington, DC as a Budget Analyst. As an analyst she worked closely with the field offices throughout the US in preparation of their annual budget request, monitored the rate and distribution of their expenditures, and prepared financial reports for Bureau management. During that time she was a "team player" & not a "power player." Shirley believes that in the next year things will change. Shirley would like a storage unit built between the top of Wandermere Estates & the new duplexes that are being built as a buffer. She

would also like to send out a questionnaire to all homeowners to ask what the important issues are to them. She would like to gain community support & is pro 55+.

#### **IV. Old Business**

**a. Watercrest Removed from Waterfall** – WEB Properties, Inc. had maintenance personnel remove the watercrest on April 9<sup>th</sup>. Since it was removed early in the season there was only one day of work instead of a week like last year. WEB will be sending out a maintenance engineer out on April 23<sup>rd</sup> to remove some additional sprouts.

#### **V. New Business**

**a. Landscaping Contract** – The Advisory Committee unanimously voted to change landscaping companies from Twisted Pines to Impeccable Landscapes at the March meeting. A homeowner commented that Impeccable has been doing a fantastic job on her lawn.

**b. Upcoming Projects**

**1. Street Sealing** – Street sealing and crack sealing bids are ranging from \$51,000-\$54,000 to do the entire Association. This is in the Reserve Study item. Once the Transition Board is elected WEB Properties, Inc. will meet with them regarding the project & the bids.

**2. Fence Extension** – The bids for the 100ft fence extension starting on Fireside Lane and going down the hill range from \$1,950-\$2,225. WEB Properties, Inc. will also meet with the Transition Board on this addition.

**3. Additional Street Light** – Upon a homeowner request, WEB Properties, Inc. has contacted Avista who said that an additional light could be placed on the Southwest corner of Copper Canyon & Fireside for an additional \$23.84 per month. This will also be discussed with the Transition Board.

**c. New Census** – A new census is to be conducted every 2 years per HUD regulations. WEB Properties, Inc. will have a new census mailed out to all residents around the end of April 2014. Bill Butler asked if anyone went from under 55 to 55+ this past year and one homeowner had.

#### **VI. Open Forum**

**a. Association Audit** – Washington State RCW 64.38.045 requires an annual audit for all HOA's with Annual Assessments of \$50,000 or more. The audit needs to be conducted by a CPA. This year's audit cost \$9,500.00. The audit was expensive partially because it was a first year audit as the previous management company did not have audits done. WEB Properties, Inc. kept the cost down from what it could have been by having Andy Butler get all the documents the CPA's asked for as they needed them. This included pulling paid invoices, finding past meeting minutes & ordering cleared checks from the bank. Bill Butler recommended having audits done each year as a safe guard against fraud. When WEB Properties, Inc. spoke to Dick Vandervert, Dick thought having an audit done would be a good idea. He also said that if the members of the Association voted at 67% to skip the audit per RCW 64.38.045, that he would vote with the 67% if that number of votes was obtained among current residents. A vote of the Association who need to be conducted yearly to skip the Audit.

**b. Lot Line Adjustments-** WEB Properties, Inc. has been informed by the Board President, Dick Vandervert that there would be no assessment adjustment from those who own multiple lots. Each lot owner is to pay the full amount.

- c. Developer Owned Lot Status** – Dick Vandervert currently still owns 58 lots at Wandermere Estates. WEB Properties, Inc. was told by Vandervert that he recently sold 7 lots & 6 of them were people over 55. WEB is not sure if any of those sales are included in the 58 lots.
- d. Golf Cart Complaints** – WEB Properties, Inc. has been receiving complaints about the speed in which golf carts are being driven in the Association. WEB wanted to remind everyone to drive at a safe speed & be respectful of the neighborhood.
- e. Gate Closing** – The main entry gate will continue to be open on Saturday's & Sunday's from noon to 4pm. WEB Properties, Inc. has not heard otherwise from the Board President & will not be making any changes without his instruction.
- f. Rentals** – There are currently 3 rentals in Wandermere Estates, and all 3 are approved through the Board. The CC&R's state that Dick Vandervert's house is allowed to be a rental and 1228 E. Fireside Lane is grandfathered in until the current renter moves out. 1209 E. Fireside Lane is Demaris Olson's house and she has permission from the Board to "rent to own" her home.
- g. Newsletter** – Bill Butler let the homeowners know that if they would like to get a committee together to write a community newsletter, that would WEB Properties, Inc. would mail them out to the homeowners.
- h. Association Golf Tournament** – September 14, 2014 at 3pm with dinner to follow.

***Adjournment – 8:20pm***