

**SEMIAHMOO RESORT ASSOCIATION (SRA)  
BOARD OF DIRECTORS MEETING  
5787 Semiahmoo Drive, Blaine WA 98230  
January 23, 2020**

**CALL TO ORDER:** The meeting was called to order at 6:00 pm.

**CONFIRMATION OF QUORUM:** Seven of the board members were present, therefore a quorum was established. Those present: Alec Berkman, Carole Gaasch, Julia Green, Paul Greenough, Michael Hayden (via teleconference), Bill McNally, and Jennifer Plombon.

**Absent:** Nicole Newton, Patricia Oliveros, and David Ulis. Debbie Smith, SRA Executive Director.

**Guests:** SRA Member Andrew Jardine attended from 7:14 pm until 7:23 pm

**Also, In Attendance:** Lori Thorne, Administrative Assistant and Note taker.

**MEETING MINUTES:** The December 11, 2019 minutes were approved as edited.

**EXECUTIVE DIRECTOR'S REPORT**

1. **Financial Report:** On behalf of Debbie who was absent, Alec presented the Preliminary December financial statements (Profit & Loss Budget vs. Actual, Profit & Loss by Class, Balance Sheet and Cash Fund Balances). The report was preliminary due to the 2019 Financial Review currently underway.
2. **Email from Semiahmoo Men's Breakfast Club (SMBC) Treasurer and SRA Member David Leu:** An email from David Leu requesting the SRA allow the SMBC to house its administrative records in the SRA Office and to list the SRA Office's address as the address of record for the club was reviewed. A binder would be kept at the office and the staff would need to make the binder available on request, which would minimally impact staff. The board did not feel that it would be very convenient to the public or the SRA staff to keep the records at the SRA office, or to be responsible for their mail. The SRA would also then need to allow any other club or organization in the community to do the same. A motion was adopted to decline the request to list the SRA Office's address as the address of record for the SMBC and to house the club's records.
3. **Email from Brian Dreisse regarding the Dues Assessment Late Fee:** An email from Brian Dreisse was reviewed in which he expressed his opinion that the SRA's \$250.00 late fee was ridiculously high and that he believes it would not stand in court if challenged. He suggested that the board consider reducing the late fee. The board discussed the current fee and was not in agreement with his concern that the fee would be found unjust in court. The board discussed adopting a graduated late fee. A motion was adopted to table this topic until the February meeting.

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**Old Business:**

- a. **Carnoustie Homeowner’s Association and Bioswale Maintenance:** Correspondence between the SRA, the Carnoustie Declarant, and other owners of Carnoustie Lots were reviewed and Alec reviewed the history of the Carnoustie property and how Semiahmoo LLC acquired ownership of lots there. A motion was adopted to grant authority for Alec to investigate the deed with the SRA’s lawyer to determine if the burdens on the property were transferred along with the property and if Semiahmoo LLC is the Declarant.
- b. **Status of the Beach Access Stairway Repairs:** An email from DeBoer Construction to Debbie stated that the company intends to begin work on the Beach Access Stairway Repairs in mid to late February.
- c. **Settlement and Release of Claims between the SRA and Michael and Katie Boczek:** The board ratified the approval given via email to sign the agreement between the SRA and the Boczek’s regarding trees on their property that were not in compliance with the View Control Plan. The board reviewed the language in the directive they will provide to the Boczek’s that states exactly what is required to bring the trees into compliance. The board will request that SRA Construction Compliance Consultant Ken Johns verify that the language and measurements are accurately stated.

**AD HOC COMMITTEE REPORTS**

1. **Architectural Standards Committee (ASC) Liaison – David Ulis:** The ASC Meeting minutes dated December 10, 2019 and the January 9, 2020 Draft Minutes were noted. A memo from the ASC recommending a fine be levied against an owner and builder of a home under construction for not maintaining a clean and orderly construction site and supporting documentation were reviewed. A motion was adopted to begin the process to levy a fine against the owner as recommended by the ASC.
2. **Community Development – Patricia Oliveros:** No report due to absence.
3. **Membership Communication and Community Courier (David Steward, Editor) – Jennifer Plombon:** Jennifer informed the board that a request from a roofing company to advertise in the courier was denied. David, Jennifer and others did not feel the courier should be advertising anything more than items for the Resort, the Marina, or for community events that directly impact SRA members.
4. **Environmental Committee – Jennifer Plombon:** Jennifer reported that Environmental Committee member David Leu has created an informative website with links to resources for many environmental concerns that residents may have, such as recycling, toxic chemical dump sites, and environmentally friendly products. Once complete, the website will be linked to the SRA website after approval from

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the SRA Board of Directors. The Committee is also recommending further guidelines for how undeveloped lots are maintained. Their recommendations will first be reviewed by the Board of Directors, and if approved will be given to the ASC for inclusion in the Standards for Residential Construction. The Environmental Committee also would like to ensure that the products being used to eradicate weeds on the gravel paths throughout Semiahmoo neighborhoods are a type that is safe for humans and pets.

5. **Financial Planning** – **Alec Berkman**: Alec will be passing the reins to Julia when their schedules coordinate to do so. The goal of the Financial Planning Committee is to forecast expenses up to six years out. Committee member Joe Sothy has been working on a method of exporting numbers from QuickBooks into Excel spreadsheets, that he will share with the Committee Members and SRA staff.
6. **Future Developments within Semiahmoo and the West side of Semiahmoo Parkway** – **Alec Berkman**: The owner of the Woodberry Development has sprayed markings on the property. Bill McNally reported that in the City Council Meeting Staff Report there is an entity seeking to modify the zoning on the West Side of Semiahmoo Parkway. A preliminary plat and Planned Unit Development submission has been re approved for Muirfield. The developer of the property is intent on preserving significant trees and lot sizes.
7. **Governance / Legal Liaison** – **Mike Hayden**: Nothing new to report.
8. **Maintenance** – **Liaison Vacancy**: The board discussed the duties of the Maintenance Liaison which includes advising the Maintenance Staff and conducting periodic tours of all Semiahmoo neighborhoods to ensure that homes are adhering to the standards in the CC&Rs. The Board tabled the discussion and are hoping to identify an individual qualified to take these tasks on by the February meeting. The board was provided pictures of a home in St. Andrews Green I that is not in compliance with the standards for home maintenance. Administrative Assistant Lori Thorne will draft a letter to the owner.
9. **Resort Semiahmoo / Semiahmoo Golf and country Club (SG&CC) Liaison** – **Nicole Newton**: No report due to absence. Jennifer shared with the board that the Impossible Burger is now an option at Packers Kitchen and Bar and that it is delicious!
10. **Safety and Security** – **Carole Gaasch**: The committee will be reaching out to residents of neighborhoods to ask who is interested in creating Neighborhood Block Watch programs. The Committee would like to be a resource for those Neighborhood Block Watch programs. Once volunteers are identified, a meeting will be held with Officer Landis, the Block Watch Liaison for the Blaine Police Department. The Committee has been discussing the neighborhood entry gates and whether there could be a more effective way of identifying who is entering SRA neighborhoods and that they have a valid reason to do so. Should the SRA consider a decal system, or having cameras at all gates? The optimum option may be security patrols, but that is a costly option. Another concern that the committee has is that if the fire station on Birch Bay-Lynden Road needs back up from the station in Blaine, they could be delayed by a train. The committee will be lobbying the Fire Department to reopen the Semiahmoo Fire House. Alec will be drafting a letter to Warren Buffet, who is the majority shareholder of the Burlington Northern San Francisco railway, and explaining

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the burden the train crossing causes the people living west of the train tracks. Alec will be requesting that Mr. Buffet consider contributing to the City of Blaine's overpass project. Carole informed the board that some members of the committee felt that the ice and snow abatement efforts were inadequate. Alec reported that he had driven many of the roads and ensured that the SRA Maintenance Staff had made every effort to plow snow and distribute sand and de-icing chemicals throughout the neighborhoods, prioritizing areas with steep grades.

11. **SRA Facility** – **Alec Berkman**: Alec reported that the SRA's Certificate of Occupancy has been renewed through February. The only items left on the list are to get address numbers on the building and to get lights on the ADA walkway.
12. **SRA Voice, Communications** – **Dave Ulis**: Alec commended on the efforts that Dave has made identifying issues and pushing the various sub-committees to accomplish tasks to improve SRA member satisfaction.

**New Business**

- a. **Resolution for Bank Signers**: The resolution was adopted authorizing Alec Berkman, Julia Green, and Debbie Smith to be Signers for the Bank and Investment Accounts of the SRA. The resolution was signed, and attested to by Carole Gaasch, Assistant Secretary.
- b. **Appointing ASC Chair**: This topic was discussed and tabled until February's SRA Board Meeting.
- c. **Appointment of Committee Chairs**: Bill McNally will be taking on Future Developments within Semiahmoo and the West side of Semiahmoo Parkway. SRA Facility will be removed from the Ad Hoc reports. The Maintenance Liaison position will remain vacant for now.
- d. **HR Adjustment**: A motion was adopted to amend the SRA Employee Handbook to say that any employee with 20 or more years of service will now be allowed six weeks of paid vacation instead of the four weeks allowed before. This amendment was in lieu of an increase in compensation. Employees will be expected to use this leave and not accrue an excessive balance of paid time off.

**EXECUTIVE SESSION**

A motion was adopted to convene into executive session at 7:14 pm to discuss the following matters requiring confidentiality.

1. Recommendations by the ASC to fine an owner for unauthorized removal of a tree. A hearing was held, and a homeowner provided his reasons for removing a fir tree without ASC approval and asked that the board not impose a fine.

The board reconvened into regular session at 7:31 pm with the following result:

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The board tabled the discussion until the February meeting so that they may review documents provided by Mr. Jardine.

**EXECUTIVE SESSION**

A motion was adopted to convene into executive session at 8:20 pm to discuss the following matters requiring confidentiality.

2. Status of Delinquent Accounts and efforts to collect.
3. Recommendations by the ASC to fine owners for unauthorized tree removal.

The board reconvened into regular session at 8:23 pm with the following results:

- 1. On the Status of Delinquent Accounts:** The SRA will continue to make all efforts to collect on debt. There is currently one member in arrears, and the SRA has filed a lien.
- 2. On the Notice of Violations and Hearings:** The board will continue to hold owners accountable for noncompliance of the CC&Rs.

Adjournment – The meeting adjourned at 8:30 pm. The next meeting will be held on February 20, 2020 at the SRA Office, 5787 Semiahmoo Drive, Blaine, WA 98230.

Respectfully Submitted,

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Carole Gaasch, Secretary

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Lori Thorne, Administrative Assistant

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Date

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Date