

**SEMIAHMOO RESORT ASSOCIATION (SRA)
BOARD OF DIRECTORS
ONLINE MEETING
May 14, 2020**

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

CONFIRMATION OF QUORUM: Eight of the board members were present via Zoom, therefore a quorum was established. Those present: Alec Berkman, Carole Gaasch, Paul Greenough, Michael Hayden, Bill McNally, Patricia Oliveros, Jennifer Plombon, and David Ullis. Wally Greenough was also in attendance as ASC Liaison. Absent: Julia Green and Nicole Newton.

Staff In Attendance: Debbie Smith, SRA Executive Director and Lori Thorne, Administrative Assistant and Note taker.

Guests Observers: SRA Members: Joel Green, Paul Atchison, David Steward, Barry Denney, and Christopher Hutton.

Guests Participants: Mrs. Sung Chin and her daughter Benetta Chin attended from 7:10 pm until 8:05 pm.

SRA Board President Alec Berkman reviewed the Guidelines for the Online meeting.

MEETING MINUTES: The April 16, 2020 minutes were approved as distributed.

COMMITTEE REPORTS AND RECOMMENDATIONS:

1. **ASC, Wally Greenough:** Wally reviewed the topics below:
 - FAQ Document titled Answers to Common Questions for Homeowners, that was tabled during the April Meeting was reviewed. The Communications Committee had previously reviewed and accepted the document. The ASC thinks it is a complete document and thus submitted it to the board for ratification. A motion was adopted to accept as a communication tool for the SRA and the ASC, as edited to amend the hours for construction to be consistent with the City of Blaine's designated hours of construction.
 - A memo from the ASC recommending a Footprint Coverage Recommendations was reviewed. The City of Blaine counts covered patios in the footprint while Semiahmoo does not. Swimming pools are excluded from footprint coverage. This is being reviewed due to current construction submissions in the Stonehaven neighborhood. The ASC would like to continue to not include the patio in the footprint. David pointed out that most neighborhood CC&Rs are consistent with the City of Blaine's policy of including the patios and overhangs in the footprint and that the ASC and the SRA cannot supersede

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the neighborhood CC&Rs. David believes the SRA can make an exception for construction in the Stonehaven neighborhood if the City of Blaine allows it. The Stonehaven CC&RS are less restrictive, so the City of Blaine's standards will apply in this case. This topic will be reviewed with Construction Compliance Consultant Ken Johns.

- The Marin C Building (Pacific Point) will likely be joining the existing Condo Owner's Association with Marin A and B. ASC Administrator Sharon Holland will be contacting both parties to inquire about what has been discussed.
 - The ASC will be recommending a fine be imposed for loud music at a construction site. This would be a second noise infraction for this site. Due to the restrictions on fining homeowners during quarantine, they will be put on notice that they will be fined.
 - Black plastic that is covering a hillside at a construction site, may have been required by the City of Blaine, along with some landscaping, so Construction Compliance Consultant Ken Johns will inquire with the City of Blaine.
 - The ASC is also looking into the paperwork people receive when they buy a property. The ASC is asking permission to request that new home or lot owners sign an acknowledgement that they have received these documents.
 - David reported that members of the ASC are investigating how to establish a fee for builders who require additional time and assistance from the ASC and the Construction Compliance Consultant.
2. **Communications Committee, David Ullis:** All meetings with various neighborhoods are postponed until the restrictions on gatherings are lifted and it can be done safely. The Town Hall Meeting that was to be open to all members would likely be too close to the scheduled Annual General meeting, so it will be cancelled for this quarter.
3. **Environmental Committee, Jennifer Plombon:** Jennifer reported that the pet waste stations are being maintained by the SRA again. The Environmental Committee is in favor of allowing garage sales, but learned that they are specifically banned from the SRA (Community Rule #27). Noise from golf course maintenance early in the morning is allowed as the only City of Blaine rules regarding noise restrictions apply to construction work. So early morning work on the golf course is allowed, and they are trying to do it before golfers are active on the course. Two items the Environmental Committee would like to propose that the board consider for inclusion in the ballot are to allow garage sales and the line drying of sheets outside. Outside drying is currently being considered by the State of Washington, so the SRA may not have the choice of whether to allow it. Jennifer will discuss these items further with the Environmental Committee.
4. **Finance, Julia Green:**

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- **Financial Report:** Debbie presented preliminary April financial statements (Profit & Loss Budget vs. Actual, Profit & Loss by Class, Balance Sheet, Cash Fund Balances and Certificate of Deposit (CD) Schedule). The report was preliminary due to the 2019 Financial Review currently underway by Archer Halliday. The Accounts Receivable Aging Summary was discussed during Executive Session.
- **Employee Health Insurance Renewal:** Debbie read a recommendation from Treasurer Julia Green recommending the SRA renew the employee medical plan and add dental coverage to the plan. A motion was adopted to renew the health insurance plan, which now includes a dental plan.
- **Hire Reserve Study Company:** Debbie reported that she and Dave had reviewed proposals and made a recommendation to Julia. Debbie read a statement provided by Julia via email endorsing Pacific Crest Reserves be hired as recommended. Debbie reported that they come highly recommended, and they already have performed work in neighborhood associations within Semiahmoo. They also have committed to focusing on the stormwater systems and are willing to work with civic engineers should the SRA hire them. A motion was adopted to engage Pacific Crest Reserves to perform the SRA's onsite reserve study.
- **Reduction in revenues due to the COVID – 19 Pandemic:** Alec reported that HOAS can borrow from reserves if necessary, but that he does not expect the SRA to have a need to do so. The SRA also has a credit line to use if needed.

5. **Governance, Mike Hayden:**

- The Fines and Enforcement Committee has not met yet, as fining is effectively forestalled. The Committee will consist of David Ullis (until he finds a suitable member of the Maintenance Committee to join), Ron Dettmann, Stephen Haines, and Jane More. The members have received a copy of the current Fines and Enforcement procedures. Mike recommends using the current policy as written and modifying it, as necessary for increased effectiveness. A Zoom meeting will be scheduled.
- The meeting with the St. Andrews Green I & II HOA Members was scheduled for 5/14/2020 and will be rescheduled once gathering is allowed.
- David has put out some key findings on Neighborhood Homeowners Associations and their individual CC&Rs. Mike reported that he has reviewed the St. Andrews Green I & II CC&Rs and that they are basic. The SRA hopes to clearly communicate to neighborhoods the process for setting up an HOA and how to run one, and what the liabilities are if one is not in place. A Zoom Meeting is scheduled for May 19, 2020, with the Carnoustie Declarant to discuss what responsibilities exist for that neighborhood.
- An analysis of the Neighborhood Homeowners Associations (NHOA) responsibilities and a communique will be distributed to members to alert them to the existence of Neighborhood CC&Rs. This would also include a document with legal responsibilities

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between the SRA and neighborhood associations and show some examples of how the two entities relate to one another. Moving forward, the SRA would like to ensure that new homeowners are directed to obtain copies of their neighborhood CC&Rs. The letter will go out after the neighborhood CC&Rs are made available on the SRA's website.

- Alec reported to the board the communications he has had with the lawyer representing the SRA's position on the trees in Boundary Ridge that are not in compliance with the View Control Plan. A potential conflict of interest was waived by the City of Blaine, and Alec has signed an agreement for Greg Greenan to continue representing the SRA's interest in this matter.

6. Maintenance, David Ulis:

- An initial meeting with Kulshan Services was held to discuss stormwater throughout the community. It was determined they are not a good fit as they basically do the same work that the SRA's maintenance staff does already. Construction Compliance Consultant Ken Johns and Director of Maintenance Operations Justin Cleere will gather all documents relating to the SRA Stormwater System, so that an analysis can be performed.
- David reported on the mapping process they have taken on. The Stauffer Realty Team has distributed a new map of Semiahmoo to all members of the SRA community and Bill will request a digital copy for SRA use, and possibly access to the software used to create it. A representative from the Semiahmoo Golf Course has provided Bill with a map of their drainage system. The SRA would like to create maps for various purposes.
- David reported on the varying systems and responsibilities in different neighborhoods. It was recently discovered that Boundary Ridge is responsible for their own stormwater systems while their streets were conveyed to the SRA. This was discovered in part because the developer of the Woodberry neighborhood has requested to tap into the Boundary Ridge stormwater system. David has entered in discussions with the City of Blaine's City Engineer, Greg Burg (also a Semiahmoo resident), who has offered to donate time when he can to assist the SRA with analyzing the stormwater systems.
- A slide in the Drayton Hillside II had continued to leak. An owner has had a Geotech Engineer look at the slide, and it seems as though the plastic there can be removed soon.

7. Westside of Semiahmoo Parkway Preservation: Alec requested that Bill investigate the ownership of the stormwater system in Boundary Ridge and the request to tap into it by the Woodberry developer.

8. Safety and Security, Carole Gaasch: Carole reported that they are waiting to kick off the Neighbor Block Watch program. They are prepared to do so when people can get together to train. Jennifer thanked Carole for her contribution to the blurb that informed the community on opening the gates in the event of an emergency.

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New Business

- a) **Appoint 2020 Election Committee Member:** A motion was adopted to appoint Carol Selby to the 2020 Election Committee. Incumbent members Helen Worley and David Steward will complete their second years on the committee.
- b) **Report from Nicole Newton regarding the Semiahmoo Resort Golf and Spa** (via email): The resort is preparing certain areas for opening. The Seaview Café and General Store will be open as of May 22, 2020 and will be open 7:00 am until 4:00 pm Monday through Sunday for espresso, snacks, and beverages.
- c) **Semiahmoo Garden Tour:** Four homeowners who had been scheduled to be included in the Whatcom County Garden Tour that is now cancelled would like to extend an invitation to Semiahmoo Residents to tour their gardens on the 4th of July from 10:00 am until 4:00 pm while also collecting donations to the Blaine Food Bank. They are requesting that their invitation be included in an SRA Email News. The board agreed to support the Semiahmoo Garden Tour.

EXECUTIVE SESSION

A motion was adopted to convene into executive session at 7:37 pm to discuss the following matters requiring confidentiality.

1. Recommendations by the ASC to fine an owner for unauthorized removal of trees. A hearing was held, and the owner provided their reasons for removing trees without obtaining ASC approval and asked that the board not impose a fine, or that the fine be reduced.
2. Trees in Violation of the View Control Plan
3. Status of Delinquent Accounts and efforts to collect.

The board reconvened into regular session at 8:22 pm with the following results:

- 1. On the Notice of Violations and Hearings:** The board will continue to hold owners accountable for noncompliance of the CC&Rs.
- 2. On the Trees in Violation of the View Control Plan:** Legal counsel for the SRA will advise the homeowners of their options and will communicate directly with them. The City of Blaine has stated that the trees can be removed.
- 3. On the Status of Delinquent Accounts:** The SRA will continue to make all efforts to collect on debt. Members who have been assessed fines for violations of the CC&Rs who have not paid, will be sent out reminders.

The next meeting will take place on June 18, 2020, 6:00 pm. Location TBA (either online or at the SRA Center).

Adjournment – The meeting adjourned at 8:22 pm.

Respectfully Submitted,

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Carole Gaasch, Secretary

Lori Thorne, Administrative Assistant

Date

Date