

**Lacamas Shores Homeowners' Association
Board of Directors' Meeting
Minutes**

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- Date and Time:** Monday, May 16, 2016 at approximately 7:05 PM
- Type of Meeting:** Regular Monthly Meeting
- Location:** Parker Road Fire Station, Camas, WA
- Participants:** Matt McCants (President), Tom Kelly (Vice President and ALCC Liaison), Ron Boyce (via telephone), Marie Tabata-Callera (Secretary).
- Absent:** Charlene DeJong (Treasurer), Steve Marrinan (City Liaison), Steve Nelson.
- Audience:** Mike Moses, Frank Haylett, Amy Higdon, Romi Kanal, Pat Lambert, Richard Arnold.

The President Matt McCants called the meeting to order at approximately 7:05pm, **called roll** and confirmed a quorum. Ron Boyce was present via speakerphone. **Proof of Notice** was stated as by email to the Board members and by Backfence and Nextdoor.com to the community.

Reading and Approval of Minutes – Tom moved to approve the April 18, 2016 Board Meeting Minutes with minor typographical/grammar changes. The motion was seconded and passed unanimously. The minutes were signed by all Board Members physically present. Minutes for the May 5th working meeting were not yet completed. The goal is to have minutes completed at least one week before the next meeting.

Report of Officers - Treasurer Charlene was absent. Matt noted that nothing unusual was pending.

Report of Committees (general update):

Fourth of July Committee – Ron gave a status on Sarah Bang's progress with the picnic committee and stating they were on track. She was working on a new vendor for bounce house rental.

Canoe, Kayak and Recreation Club – Matt stated that they had a good turn out to clean up the boat house and at the pizza party. John Ulmer (head of club) hopes to acquire a few new kayaks this year.

Architecture Landscaping Control Committee – Tom gave a status and the Board discussed streamlining the process of getting the submissions signed for forwarding to the Homeowners. He explained that five projects have been Board-approved, but the papers have not yet been signed and forwarded. [All 5 submissions were completed and returned within the 30-day window, and 4 were completed within 15 days or less.]

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Old Business:

HOA Common Area Landscaping Plan Concerning Tree Heights for Common Area

Behind the Gecho Lot - Per the last meeting, Steve M. confirmed with the City that the June 1st deadline for completion of the landscaping was not a City deadline but the LS HOA's deadline, per Robert Maul. The City is holding Peter Gecho's money in escrow for the work to be completed according to the landscaping plan agreed to by Peter and the Lacamas Shores HOA, with the City of Camas' approval. Thus, the plan completion deadline can be extended. None of the trees removed were "specimen trees", i.e., firs or cedars. We are unclear as to how the number and types of trees to be removed were determined. Marie found a "before" picture that covers the majority of the HOA property and it shows alders and blackberries. Ron stated that we need more time and clarification.

The Board listened to the viewpoints of four audience members present who were concerned with the future height of the planned trees and further blocking of their views of both the Lake and the Common Area. It was noted that two other Homeowners were also concerned. The maximum heights of the three types of trees to be planted were confirmed as 35, 60, and 200 feet tall, with the new western cedars starting at 30 feet and doubling within 10 years. The total slope from the road is only 58 feet. The Homeowners are already losing their view due to the home construction and would like to preserve as much of the rest of their view as possible. The large size of the house and privacy issues were noted. One homeowner stated that Peter planned to be finished building the home within one year.

Ron suggested that such a plan should conform to whatever plan is created by the new Common Area Land Use Committee. There was general agreement for that. Marie mentioned making that part of the Common Area conform to or flow between the two Common Areas on either side of that property would make sense, as the current plans do not match either. It was noted that the drainage pipes that Peter has to lay required by the HOA agreement would require him to dig up the replanted property in order to lay drainpipes as under the current deadline.

Since the timeline is under the Board's control, a motion was made to extend the previous Common Area landscape planting completion deadline of June 1st until the August Board Meeting [August 27, 2016]. The motion was seconded and passed unanimously. Marie is to contact Peter to let him know of the extended deadline and determine if he is interested in working on the revised plan. Such a revised plan should consider blocked neighbors' views, proper spacing, flow between neighboring HOA land and flora, and aesthetic appeal. He should be prepared to present it to the Common Area Land Use committee if the Board determines it appropriate prior to going to the City.

Revised Committee Charters – There was minor discussion about the committee charters for the five committees prioritized at the previous meeting: Member Communications, Common Area Land Use, Internal Audit, Bylaws Update, and Strategic Planning & Homeowner Engagement. All have been rewritten with a purpose, benefit, background,

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authority, schedule, etc. The goal was to present the charters to the membership for review, comment and the opportunity to volunteer. The Board had minor revisions and otherwise approved. Tom was thanked for his work on this project. The audience was asked for comment and there was none. Tom motioned that the charters be approved and then distributed for comment along with a request for participation. The motion was seconded and passed unanimously.

NEW BUSINESS:

Website: At the last meeting (5/05/2016), the Board asked Catherine how and when she would like to transition out of the webmaster position, as she had indicated was her desire. May 7th, Catherine Arnold emailed the HOA Members via the Backfence that she would no longer be maintaining Lacamas-shores.com and related websites as official HOA websites, but as of May 15, 2016, she would be using those websites as her own for a “Community resource” and would delete certain HOA information while keeping others.

It was noted that website looked basically the same, except for a small disclaimer on the bottom of the homepage. The HOA email routing, ALCC forms, the directory, among other things were deleted. Nothing was forwarded to the Board. The change had occurred May 14th. Thus, all prior email addresses used to contact Board or Committee members were currently no longer working.

This action effectively left the Lacamas Shores HOA with no website and no email access for the first time in over 10 years. The Board discussed the need to quickly create a new website and determine who owns the domains of the previous websites. Marie stated that she created a small skeleton website at www.lacamasshoresHOA.org with 6 pages but has not yet published it. The Board determined that we should use the new website for the immediate solution and that the issue should be turned over to the Communications Committee to determine what to do for the long-term. Concern was expressed about having some of the official HOA information still being maintained on the old website and the rest on the new website, whether that split was prudent. There was discussion about hiring someone, creating an RFP, and the use of this mini-website for the short-term. It was noted that the Board previously approved \$1000 at the prior meeting, though that is not a lot for IT services.

The Board discussed the need to notify the membership about the change in website quickly and inexpensively. The audience was asked for comment. There was discussion about notice via email, U.S. mail, the Backfence and Nextdoor.com. The Board members agreed that they did not have enough email addresses to consider email as proper notice to the members. It was noted that many Homeowners are not on Backfence or nextdoor.com but that does not mean they would not want to volunteer.

It was determined to print post cards, hand-deliver information, and create signs. Pat Lambert volunteered to help Marie. Marie will ask Karen Stanley as well.

Heritage Trail Beautification Project – The Board has been notified of a joint project with the City of Camas and Camas citizens to clean up and beautify the Heritage Trail,

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which runs between our property and Lacamas Lake. [While Heritage Trail belongs to the City, Developer Tom Shipler deeded it along with the entire Conservancy Zone and Lacamas Lake Park to the City, reserving specific view rights]. The following statement was read into the record about the project:

“The City of Camas is pleased to see citizens take action under our guidance to improve and beautify our special town of Camas” said Pete Capell, City Administrator. “This beautification and clean-up project fits perfectly into our vision for Heritage Trail – to make one beautiful and unique setting for people to enjoy from the new Lacamas Lake Lodge all the way down to Camas Meadows golf course” said Scott Higgins, Mayor of Camas.

The Board has been asked for a statement of support for this project. The Board discussed wording such as “the LSHOA is happy to support the City of Camas and the volunteer community to help beautify Heritage Trail which abuts our property and support their efforts” [paraphrased]. Matt motioned for Marie to finalize a statement and send it to the City. The motion was seconded and passed unanimously.

Article Regarding Meadowlands Park: An article from the July 1993 Water Environment & Technology magazine entitled “Wetlands for Stormwater Treatment” was provided by wetlands biologist John McConnaughey at the 2016 Annual Members Meeting. This article explains that Meadowlands Park was created for the purpose of stormwater biofiltration and details the measures taken to do so [see it online]. There was discussion of John’s statements about who has jurisdiction over our Common Area and whether the City would be interested in seeing this article. The City has indicated their concerns about the lines between local, state and federal jurisdiction. This article may help show that it is not a regulated wetland area but was created as an exempt stormwater filtration system. Page 64 shows a map of the entire Meadowlands Park area. The table on page 55 shows that the contribution of our common area to the Lacamas Lake is relatively small. Our system has not been maintained other than the recent swale and sediment pond projects. There was discussion as to who is in charge of the level spreaders that disperse stormwater into the Common Area and are not working properly.

Marie mentioned that John stated that he spoke to Rebecca Rothwell of the Washington Department of Ecology, who agreed that vegetation management would be a City issue and not State or federal. The difference is whether the Common Area is to be regulated by the City only or by the City, State, and Federal agencies. If the Common Area is a “federal wetland” then any action taken (or not) becomes potentially more regulated and therefore more expensive.

There was discussion about whether this jurisdictional issue would be in the purview of the Common Area Land Use Committee or the Board. It was determined that while related to the purpose of the Committee, it was a separate issue regarding future expense and liability. Therefore, the Board should address the jurisdictional issue and the Committee can concurrently follow its separate purpose.

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It was agreed that this information should be presented to the City in a way that shows the importance of this issue to our community. Matt made a motion that a delegation of several board members to go to the city to and meet with them to present this article. The motion was seconded and passed unanimously. Ron provided dates that he would be available. Marie is to communicate with Steve M., our City Liaison, so he can make the appointment.

New Architecture Landscape Control Committee Charter - The Board discussed the current process for approvals. Currently, the Committee makes recommendations to the Board and the Board reviews and approves every request, many of which are minor. This has the undesired effect of making Board Members de facto ALCC members in addition to their Board duties. Tom prepared a charter to give the approval power back to the ALCC. When the ALCC was initially approached with this idea, they indicated a preference for the status quo. Tom mentioned that another undesired affect is that the Committee does not get the credit for the work they do. Tom stated that, contrary to the current practices, the CC&Rs give the ALCC the authority to make the final approval. Ron noted that is difficult for Board Members lacking the expertise to make such decisions. Marie read into the record CC&R Section 5.14

“... Thereafter, the jurisdiction and authority shall be exclusively that of the Homeowners Association, acting through its Board of Directors, **or** by an Architectural Control Committee composed of not less than three (3) nor more than five (5) representatives appointed by the Board, all of whom must be Members of the Association.” [emphasis mine]

The word “or” indicates that the Committee can and should act in the stead of the Board for such issues. Our D&O insurance covers the ALCC because of the authority given in the CC&Rs. Matt noted that during his tenure on the Board, the Board voted in favor of approximately 98% of the ALCC’s recommendations. Concern was expressed regarding the Committee’s response to this change. The HOA’s history (specifically the roofing case) and the role it played in changing to the current Board-only approval system was discussed, as well as the difference in importance and/or complexity between approving a new home construction versus a dying tree removal. Marie moved to approve the new charter and for it to be sent to the committee for comment. The motion was seconded and passed unanimously.

The Board members and then the audience were asked if they had any more items to be discussed as new business. There were none.

The meeting was adjourned for a break and then reconvened and adjourned to an **Executive Session** to discuss potential litigation and ethics complaints (indicated as tabled until June). The Board returned from Executive Session to Regular Session at approximately 9:05 pm.

Marie moved to approve the Executive Session Minutes from April 18, 2016. The motion was seconded and passed unanimously.

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Marie moved pursuant to the April 2016 Executive Session that the Board choose not to answer the summons served to the Lacamas Shores HOA in the 2516 NW Walden case considering the costs involved and the amount owed. The motion was seconded and passed unanimously.

Marie moved that if, after another attempt, Matt is unsuccessful in obtaining the specific records needed regarding Executive Session topics from a former Board Member, that he is authorized to obtain those records from attorney Kevin Harker. The motion was seconded and passed unanimously.

It was agreed that starting with the next meeting, the Board should do introductions at the beginning of the meeting and have all audience members introduce themselves.

Tom moved to adjourn the Board Meeting at approximately 9:08 p.m. The motion was seconded and passed unanimously.

Marie Tabata-Callerame, Secretary

Date

Matthew McCants
President

Date

Tom Kelly
Vice President/ALCC Liaison

Date

Charlene DeJong
Treasurer

Date

Ronald Boyce
At-Large

Date

Stephen Marrinan
At-Large/City Liaison

Date

Stephen Nelson
At-Large

Date