

**SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS
SPECIAL REGULAR MEETING**

Date: January 19, 2017

Time: 1:00 PM

Place: Bud Yost's home

1. Call to Order – President Sandra Lahn called the meeting to order at 1:14PM
2. Quorum not established: Sandra Lahn, Sunny Brown, Bud Yost and Chris Fleece present.
3. Meeting agenda was approved.
4. December Board meeting minutes were approved.

MEETING BUSINESS:

1. The revisions to Sea Links Rules and Regulations that came out of the working meeting on January 3, 1027, were reviewed and approved with the following changes:
 - a) add construction dumpsters and temporary storage pods to the list of vehicles in Temporary Parking rule and add wording about stays longer than 72 hours requiring board approval.
 - b) add wording “measured 4’ above ground” to the Trees and Shrubs rule for tree that can be removed without board approval.
2. Approved changes to Schedule of Fines.

Special Board meeting adjourned at 1:50PM

Ronald E. H. 2/10/17

**SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS
SPECIAL MEETING**

Date: February 14, 2017

Time: 2:00 PM

Place: Sunny Brown's house

1. Call to Order – President Sandra Lahn called the meeting to order at 2:00 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost, and Ray Huff present.
3. Agenda accepted.

NEW BUSINESS:

Reserve Study Bids: All 3 reserve study bids were discussed. Bud moved and Sunny seconded that we accept the Reserve Data Analysis, Inc. bid for a 3 Year Discount Rate Package with one (1) Level 1 and two (2) annual level III studies for the amount of \$2100.00. Passed.

Special Board meeting adjourned at 2:40 p.m.

Ray Huff 3/25/17

SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING

Date: February 9, 2017

Time: 6:00-8:00 PM

Place: Peace Arch Business Center, 8105 Birch Bay Square Street #205

1. Call to Order – President Sandra Lahn called the meeting to order at 6:10 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost, and Ray Huff present.
3. Agenda accepted.
4. January meeting minutes approved.

REPORTS:

Design Control Committee Report

- a.) Received an inquiry from homeowner regarding painting their home. Sunny working with them to select a color.

Maintenance Committee Report

- a) New NGCD sign by the entrance went up.
- b) Moved speed limit sign from the driveway of a house on EGCD to another existing street sign post.
- c) Have not yet fixed signs that were bent in the wrong direction. Will consider the best way to fix them.
- d) Discussed what to do about broken pedestrian gate. Both options to fix the gate are expensive. Sunny moved to not repair the pedestrian gate because people would still be able to walk over the bridge. Seconded and passed. Issue is closed.
- e) NCLC would like to know how to plow and de-ice in the future. Bud made a motion to just call them when needed. Seconded and passed. Issue closed.
- f) Gates are open for snow. Ray wanted to know when to shut them. Decision was made to shut the gates as soon as the risk of sliding into them was over.
- g) Nothing to report on upper gate keypad light.

OLD BUSINESS:

1. Liability Insurance/Farm Bureau Membership: Chris contacted Country Financial. There are two options: 1. Sea Links can sign up for a Farm Bureau Membership which will cost \$20 per year, or 2. Sea Links can use Chris's insurance number. Sunny made motion for Sea Links to purchase their own membership, Seconded by Chris and approved. Chris will look into how to get that done.
2. Rules Change: Sandy spoke to attorney regarding rules change for renters. Attorney informed her that since the CCR's do not cover anything about rentals rules more restrictive cannot be written. Therefore, we cannot make restrictions on leasing terms nor percentage of homes rented at one time within the community. Sunny made motion to approve a rental rule excluding the items restricting leasing terms and percentage of homes. Ray seconded. Approved. Issue closed.
3. Reserve Study: Comparisons of the 3 bids received for the reserve study were presented. Sunny would like to read the proposals. Chris motioned that the board look over the paperwork and schedule a special meeting to vote. Sunny seconded. Motion approved. Supplemental meeting scheduled to vote on the company to do the reserve study.
4. Storm Water System Evaluation: Because of inclement weather the BBWARM/Whatcom Public Works will reschedule the date to come out and do a free evaluation of the storm water system. Sandy has not heard back from them yet.

NEW BUSINESS:

No new business to report at this time.

Adjourn to Executive Session at 7:35 P.M.

Executive Session adjourned at 7:45 p.m. and returned to regular board meeting.

Decision was made in Executive Session to not act on any current outstanding dues balances.

Regular Board meeting adjourned at 7:49 p.m.

Ray Huff 3/25/17

SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING

Date: March 9,2017

Time: 6:00-8:00 PM

Place: Peace Arch Business Center, 8105 Birch Bay Square Street #205

1. Call to Order – President Sandra Lahn called the meeting to order at 6:00 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost, and Ray Huff present.
3. Agenda accepted.
4. February regular and special meeting minutes approved.

REPORTS:

Design Control Committee Report

- a.) Approved tree removal for home on NGCD. Also, provided pre-approved samples for new roofing on Wedgewood Court house.

Maintenance Committee Report

- a) There is an issue with a ring holding the bottom of the flag on the flagpole. When the weather allows will go out see what can be done to fix it.
- b) There is a pile of phone books at the front gate. Will call and see what can be done about removing them.
- c) Inspected the lights in the front gate keypad. They are working, but not producing much light. Will see if they can be replaced with brighter bulbs.
- d) Talked about removing unnecessary circuits, etc. from back pedestrian gate code box since we're not going to repair the keypad. Recommend leaving the keypad regardless. Motion made and seconded. Passed.

OLD BUSINESS:

1. Reserve Study: Reserve study happened on February 23, 2016. Rough draft report has already been received. Sandy will let him know that she has questions and schedule a phone call to get them answered. Board discussed possibly doing a long-term contract with a company to maintain the roads per the recommendations of the reserve study. The board will review and discuss dues at the next board meeting. Sandy to make recommendations at next meeting re: dues increase.
2. Storm Water System Evaluation: BBWARM/Whatcom Public Works performed the free inspection on February 8, 2016. Have not received report yet. Believe it will probably be a couple months before the report is ready.
3. Liability Insurance: The money has been sent to join the Washington Farm Bureau. Chris says it will probably take about two months. This issue is closed.

NEW BUSINESS:

1. Flag Rule: There have been two complaints about the limitations of the flag rule. Does the board want to revisit the flag rule and make changes? Board discussed and no motion was made to change the rule.
2. Update to Guest Attendance Guideline: Sandy made minor revisions to the Guest Attendance Guidelines such as the name of the website and combining some items. Chris made a motion to approve the guidelines as revised. Seconded by Ray. Passed.
3. CCR's Article 7 and Fine Letter: Board discussed the amount of time given to homeowners for violations and current wording of fine letter. Attorney said that, according to the Bylaws, Sea Links does not need to give warnings and can fine without warning. However, attorney recommends sending out warnings as a courtesy which is what we do. Bud made motion to continue warning letters and approve changes to the fine letter as presented by Sandy. Ray seconded. Passed.

4. Spring Newsletter: Board discussed possible ideas for the spring newsletter including the following topics-
- a. Reserve Study and BBWARM findings-it was decided that electronic copies would be made available through board members, however there will be a \$10 fee for paper copies to cover the cost of printing.
 - b. Zika virus risk for residents.
 - c. New WTA bus stop on Birch Bay Drive.
 - d. Street captains-looking for volunteers to hand out welcome packets to new owners.
 - e. Garage sale-looking for volunteers.
 - f. Article concerning the Importance of the Board to Enforce Rules.

Other suggestions for the newsletter may be emailed to Sandy.

Adjourn to Executive Session at 7:12 P.M.

Executive Session adjourned at 7:16 p.m. and returned to regular board meeting.

Regular Board meeting adjourned at 7:17 p.m.

Ray Huff 3/9/17

SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING

Date: April 13,2017

Time: 6:00-8:00 PM

Place: Peace Arch Business Center, 8105 Birch Bay Square Street #205

1. Call to Order – President Sandra Lahn called the meeting to order at 6:02 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost, and Ray Huff present.
3. Agenda accepted.
4. March meeting minutes approved.

REPORTS:

Design Control Committee Report

- a) Approved new roof for home on 4719 NGCD.
- b) 4846 NGCD finished roof, but has not asked about new paint colors yet.
- c) Approved new roof for home on 7969 WGCD.
- d) Approved paint for home on 7949 WGCD.
- e) 4845 Wedgewood Court driveway paving was approved.
- f) 7993 Sawgrass Way wants to add covered porch to back of house. Sunny will go through the files and find out if a building permit has been obtained.
- g) Sandy and Sunny presented minor changes and amendments to the design control packet for new construction. Motion made to accept the changes by Bud, seconded by Chris. Passed.

Maintenance Committee Report

- a) Fixed the bottom clasp on the flag. Appears to be broken again. Will check and see.
- b) The light shining on the flag was broken. Put 2 bulbs in. Concerned about how bright it is and if it will bother people.
- c) Checked the lights in the keypad and cleaned them off. Still not very bright. Will contact Gateway to find out what can be done to remedy that.

OLD BUSINESS:

1. Reserve Study: Board previously discussed the possibility of having contractors look at the road. Sunny will contact one of the homeowners who has experience with road construction to see if he would be willing to look at the roads with Bud and Ray and confirm that the work recommended in the reserve study is appropriate.
2. BBWARM: Tried contacting Chris at BBWARM but have not heard back. Also, requested contact information for Chen Holdings.
3. Spring Newsletter: Newsletter was reviewed and approved.

NEW BUSINESS:

1. Dues Increase: Sandy contacted the attorney to find out how the dues can legally be raised. Attorney informed her that dues are always tied to a budget and to increase the dues it must be presented with the budget for the year. Sandy will plan on presenting the dues increase with the budget in the October meeting.
2. Tree Maintenance: NCLC put in a maintenance bid for the trees along the drive. Their bid is \$2,800.00 to thin out cross branches, top, and trim 75 trees. They also bid \$1,670 to trim the pine trees that are extending over the Latitude 49 fence. Board voted not to contract with NCLC for either work. Board discussed possibility of organizing a work party to do it.

Adjourn to Executive Session at 7:30 P.M.

Executive Session adjourned at 7:39 p.m. and returned to regular board meeting.

Regular Board meeting adjourned at 7:40 p.m.

Ray Huff 5/12/17

**SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS
SPECIAL MEETING**

Date: May 30, 2017

Time: 1:00 PM

Place: Sunny Brown's house

1. Call to Order – President Sandra Lahn called the meeting to order at 1:00 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost were present. Ray Huff, absent.
3. Agenda accepted.

NEW BUSINESS:

Road Maintenance Bid: The Whatcom Builders bid for various road maintenance work was discussed. It was moved, seconded and passed that we contract with Whatcom Builders to do items 1 (remove existing old asphalt on Sawgrass Way South) and 2 (pave the area) as quoted on the proposal. Bud to follow-up with Whatcom Builders to schedule the work.

Special Board meeting adjourned at 2:15 p.m.

Sandy Lahn 3/25/17

SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING

Date: May 11,2017

Time: 6:00-8:00 PM

Place: Peace Arch Business Center, 8105 Birch Bay Square Street #205

1. Call to Order – President Sandra Lahn called the meeting to order at 6:03 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost, and Ray Huff present.
3. Agenda accepted.
4. April meeting minutes approved.

REPORTS:

Design Control Committee Report

- a.) 4754 NGCD want to paint house. Will be bringing paint chips for Sunny.
- b.) 4845 Wedgewood replacing garden shed.
- c.) 7969 WGCD roof went up.

Maintenance Committee Report

- a) Checked the lights in the keypad and cleaned them off. Still not very bright. Will contact Gateway to find out what can be done to remedy that.
- b) Will work on cleaning up front entrance kiosk. Will contact MLS group about getting plastic boxes to replace ones that are broken..
- c) Sandy brought up Latitude 49 trees along Front entrance that have branches hanging over on our side. Should we have North County trim them. Ray will talk to Latitude 49 to see if he can get permission to trim trees. Thinks maybe North County will trim them.

OLD BUSINESS:

1. Reserve Study: Board proposed to finalize the reserve study with the board proposed funding plan added. Bud voted to finalize the reserve study with the proposed plan. Chris seconded.

2. Road work: Bud has been unable to contact homeowner with experience in road work. He attempted to contact him several times and has not heard back. Sunny will attempt to contact the homeowner as well and let him know that the issue is time sensitive. Board decided to try to contact for one more week and then proceed to receive bids regarding the roadwork planned for this year. A special meeting will then be schedule to discuss the bids.
3. BBWARM: Sent two emails, called, and left voicemail. Will continue to try and contact them.

NEW BUSINESS:

1. Letter: Resident on SGCD to wants to send a letter to the owner of the tract of land behind her house regarding squatters. She wants the board to approve the letter. Bud made a motion to tell resident that this was a private matter and any sent letter should not include the Board in any way. Everyone seconded. Passed.
2. Street Sweeping: Usually done in June. Bayside did it last time and they were a decent price. Chris wondered if they could edge the trees on the side of the road as well. Ray will talk to them and see if they can.

Adjourn to Executive Session at 7:32 P.M.

Executive Session adjourned at 7:43 p.m. and returned to regular board meeting.

Regular Board meeting adjourned at 7:44 p.m.

Ray Huff 6/8/17

SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING

Date: June 8, 2017

Time: 6:00-8:00 PM

Place: Peace Arch Business Center, 8105 Birch Bay Square Street #205

1. Call to Order – President Sandra Lahn called the meeting to order at 6:00 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost, and Ray Huff present.
3. Agenda accepted.
4. May regular and special meeting minutes approved.

REPORTS:

Design Control Committee Report

- a.) 4735 SGCD approved for building. Found a good contractor, equipment was delivered, and they are ready to go.
- b.) 7901 WGCD wants to replace lights, mailbox, and repaint trim on house. Was approved for lights and mailbox, but needs to provide a paint chip for the trim on the house.
- c.) 4763 NGCD wants to replace existing fence. Looking at vinyl fence but is shopping around to see if there is a better color match than white. Sunny has talked to owners about fence height limitations and that the fence should follow the existing footprint.
- d.) 7953 WGCD painting house the same color.
- e.) 4724 SGCD received permission to replace deck steps and install railing.
- f.) 4784 NGCD asked for permission to put a summer gazebo/awning with steel legs. Was not approved.
- g.) 4787 NGCD sprayed the horsetails. Will let it sit for two weeks and then spray again. Afterwards they will cover with rocks.
- h.) 7993 Sawgrass Way asked to put up an aluminum gazebo. It was not approved because it fell under tin sheds which are forbidden by the CCR's.

Maintenance Committee Report

- a) Whatcom Builders came and gave road assessment. They recommend doing Sawgrass before NGCD. NGCD is in much better condition and with just a few minor repairs could wait to be

done until later. Bud will get a bid and Sandy will call a special meeting to approve. Hopefully will be able to get the work scheduled before the garage sale.

- b) Sandy will call Bayside to take care of the street sweeping.
- c) Ray went to Latitude 49 to talk to them about trimming trees on GCD, but no one was there. He'll try again. Sunny will see if she can find someone with a gas-powered saw to trim the trees. Bud will pick up the trimmings if someone will trim the trees.
- d) Board to consider getting a bid from another couple to do landscaping for all of Sea Links. Sandy to follow-up.

OLD BUSINESS:

1. BBWARM: Sandy got in touch with Cathy Craver at Whatcom County Public Works. Cathy said that the report is not finished but should be done in a couple of weeks. They did find a couple of things wrong. Somebody is going to meet with the board when the reports are done and talk about the stormwater system, and what is Sea Links responsibility vs. what is Chen Holdings responsibility. A BBWARM representative is willing to go with a Sea Links board member to meet with the Chen Holdings representative to discuss the Chen Holdings responsibilities.

NEW BUSINESS:

1. Directors Insurance: Received the invoice for the director's insurance which is good for 3 years. The bill was for \$1,347, however the last bill was for \$3,741. Sandy called and confirmed that the bill was only \$1,347. Chris made motion to approve payment. Bud seconded.
2. Fires rule: Property owner asked for approval to use a wood burning fire pit. The board did not approve. Will tell property owner that propane fire pits are okay.
3. Parking Issues: Question was brought to the board about mediating parking when there is little to no street parking in front of a specific lot. There was a discussion and the board will not be mediating parking.
4. Mowing: 7922 WGCD reports that the golf course behind the house is not being mowed and there are large rodents in the yard and pond. Sunny called and found out the neighbor has been mowed areas around 7922W. Sunny to contact that neighbor and see if s/he won't mow behind 7922W.

5. 2017 Stormwater System Work: Work on the stormwater system was approved as part of the 2017 budget. North County did the work last year. Discussed having North County maintain what they did last year but no decision was made.
6. Dead Trees: Talked about removing and maybe replacing two dead trees along Sea Links Drive. Tabled for a later meeting.
7. Pressure Washing: Front gate covered in moss and needs pressure washing. Bud made a motion for North County to pressure wash the gate if the cost will be under \$250, and if it's over \$250 then the association will find a way to do it themselves. Chris seconded. Motion passed.
8. Stop Signs: The board discussed contacting B.B. Resort to put up stop signs on their property at entrances to Sea Links Drive. Sunny made motion, Chris seconded. Motion passed. Sandy will contact B.B. Resort to see what can be done.
9. Speed Bumps/Humps: A home owner contacted the board about a complaint he had received from an ambulance driver who said our speed bumps/humps are not acceptable for neither the vehicle nor the patient. Sandy to respond to homeowner to say the current budget does not include modification/removal of speed bumps/humps. But that revisiting the locations, size, and number of speed bumps/humps in the community is a priority for the Board and we will be including their modification in future road maintenance planning.
10. Real Estate Sign: Ray will be working on the kiosk on Sea Links Drive. He'll give it a new coat of paint, rubber sleeves on the posts, and new flyer bins.

Adjourn to Executive Session at 7:43 P.M.

Executive Session adjourned at 7:56 p.m. and returned to regular board meeting.

RESULTS OF EXECUTIVE SESSION:

1. Bud made a motion to not accommodate a property owner's request to make an exception to the rental rule on gate codes. Sunny seconded. Approved.

Regular Board meeting adjourned at 7:58 p.m.

Ray Huff 7/13/17

SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING

Date: July 13, 2017

Time: 6:00-8:00 PM

Place: Peace Arch Business Center, 8105 Birch Bay Square Street #205

1. Call to Order – President Sandra Lahn called the meeting to order at 6:03 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost, and Ray Huff present.
 - a. One guest in attendance: Wanda Calvert.
3. Agenda approved.
4. June meeting minutes approved.

REPORTS:

Design Control Committee Report

- a.) 4745 NGCD inquired about new roof. Was given reference samples.
- b.) 4753 Sawgrass Way painting house.
- c.) 4758 NGCD painting house.
- d.) 7901 WGCD painting trim and house.

Maintenance Committee Report

- a) Front gate was pressure washed.
- b) Branches hanging over fence on Sea Links Drive were trimmed.
- c) Paving on Sawgrass Court and some patchwork in front of 4793 NGCD are finished. Sunny says they missed a spot on NGCD that needs patching. Bud will follow-up with Sunny to determine whether additional road work needs to be done and if Sea Links can do the patchwork themselves.
- d) Ray has sandwich boards for the garage sale. Still missing signs for the gates. Sandy will mention the missing signs in the newsletter to see if anyone knows where they are.
- e) The front outbound gate stays open too long. Ray will call Gateway and see if they can come out to reset the timer and how much that would be.

- f) Street sweeping is currently being scheduled twice a year without determining need, in June and in October. Sunny makes a motion that 1) street sweeping will not be 'automatically' done 2X a year, and 2) the maintenance committee has the authority to decide if and when it is needed and to schedule the sweeping without waiting for approval at a board meeting. Chris seconds. All in favor.

OLD BUSINESS:

1. Whatcom County/BBWARM Stormwater system report: Sandy has called 3 times with no answers. Originally told that it would be about three weeks, but it's been a month now. Will keep trying and talk to the supervisor if needed. Sunny says she has contacts at BBWARM and will email him/her to get things moving.
2. B.B. Resort: They have installed stop signs on their entrances to Sea Links Drive. Several board members reported people cutting short over the center line when turning into the street from Birch Bay-Lynden Road. It was agreed that the Board will re-visit extending the white lane division strip at the entrance the next time Birch Bay Drive roadwork is scheduled.

NEW BUSINESS:

1. Speeding: Received an email from B.B. Resort concerning speeding on Sea Links Drive. The writer was told that Sea Links is aware of the problem but will not be doing anything about it in the near future. Pursuing an agreement with the county sheriff to start policing our roads was discussed again. It was decided that 1) something should be put in the next newsletter and 2) consider installing speed bumps the next time road work is to be done.
2. 2017 Expenses: Sandy would like to know what approach should be taken on the rest of the 2017 expenses as there has been concern about spending too much money. One item is: Should Sea Links take care of blackberries and mowing of lots when they are not being taken care of properly and charging the owners for the service? Ray makes motion to continue taking care of blackberries and mowing. Bud seconded. Two members in favor, one nay, and one abstained. Motion passed. Motion was also made by Ray to not revoke Sandy's authority to issue violation warnings and Notice of Violations as well as bringing non-complying lots into compliance. Chris seconded. Motioned passed.
3. Newsletter: Typos were corrected on the newsletter. Will be mailed out this week.

4. Stormwater Work: Work on the stormwater system was approved at last year's annual meeting as part of the budget. Work approved was to clear out the outlet of catch basin 16 that is on the golf course as well as investigate and clear out the little drain on the golf course that is between 4809 and 4805 NGCD. Sunny makes a motion to at least try to obtain permission from Chen Holdings before any work on the golf course is done. Chris seconded. Sandy will try to get this permission regardless of whether or not the BBWARM/County report is received.

Adjourn to Executive Session at 7:19 P.M.

Executive Session adjourned at 7:33 p.m. and returned to regular board meeting.

- Sunny suggests re-visiting the date that dues will be due. Could it be arranged that dues would be paid twice a year? Sunny says to think about it and we will discuss at the budget meeting.
- A discussion regarding next winter's snowplowing was held. Sunny made a motion that we not contract with North County to automatically de-ice or snow plow. Seconded and passed.
- Sunny made a motion that the decision to plow or de-ice will be made via telephone or email in emergency cases of extreme weather conditions. Chris seconds. Passed.

Regular Board meeting adjourned at 7:42 p.m.

Ray Huff 8/10/17

SEA LINKS COMMUNITY ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING

Date: August 10, 2017

Time: 6:00-8:00 PM

Place: Peace Arch Business Center, 8105 Birch Bay Square Street #205

1. Call to Order – President Sandra Lahn called the meeting to order at 6:02 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, Bud Yost, and Ray Huff present.
3. Agenda was approved as distributed in an earlier email.
4. July meeting minutes were approved as distributed in an earlier email.

OLD BUSINESS:

1. BBWARM/Whatcom County report (Stormwater system):
 - a. Finally received report. Very impressed with the quality of the report. Identified some problem and failing areas that the Welden maintenance report did not identify.
 - b. The Chen Holdings representative was contacted and sent a map and the stormwater system evaluation. Sandy will work on setting-up a meeting with the Chen Holdings and BBWARM reps to discuss what can be done to make improvements.

NEW BUSINESS:

1. 2017-2017 Budget: The proposed budget was reviewed. Discussions on what dues should be, if roadwork should be added, what happens if gate mechanism dies, lowered attorney fees, drainage maintenance, and a new state required audit expense. Sunny made motion to round up all numbers to the nearest dollar. Chris seconds. All approved. Chris moved to adopt the budget. Sunny seconds. All approved.
2. Stormwater System Work: The plan was to clear the catch basin output area on the golf course this year. Sandy is trying to get permission from Chen Holdings. The BBWARM/Whatcom County report shows that catch basin 27 is failing with the gravel layer under the roadway eroding. This will lead to road failure in the future. There are no brick risers or grout observed along one side of the catch basin. Chris says road failure is priority. Bud makes a motion to

pursue repair of catch basin 27 instead of the work on catch basin 16. Chris seconds. All in favor. Sandy will still work on obtaining permission from Chen Holdings and will also work in getting a bid to fix catch basin 27.

Adjourn to Special Hearing at 7:15 P.M.

Special Hearing Adjourned and Adjourned to Executive Session at 7:40 P.M.

Executive Session adjourned at 7:54 p.m. and returned to regular board meeting.

REPORTS:

Maintenance Committee Report

- a) Ray received call from gate company. Back gate wasn't responding to clickers unless directly in front on the gate because of bad sensors. New sensors were ordered and will be installed.

Regular Board meeting adjourned at 8:00 p.m.

Ray Huff 9/13/17

REGULAR MEETING

Date: September 14, 2017

Time: 6:00-8:00 PM

Place: Peace Arch Business Center, 8105 Birch Bay Square Street #205

1. Call to Order – President Sandra Lahn called the meeting to order at 5:59 p.m.
2. Quorum established: Sandra Lahn, Sunny Brown, Chris Fleece, and Bud Yost present.
 - a. Guests in Attendance: James Danger, Wade Fisher
3. Agenda was approved as distributed in an earlier email.
4. August meeting minutes were approved as distributed in an earlier email.

REPORTS:

Design Control Committee Report

- a.) Home on Sawgrass Way receiving new roof and painting trim.
- b.) 4732 NGCD given permission to paint house.
- c.) 4745 NGCD receiving new roof.
- d.) 4845 Wedgewood Court completed new drive and mailbox.
- e.) 4751-4752 SGCD approved for cement curb and landscape design.

Maintenance Committee Report

- a) Original gate issues have been resolved. New issue: one gate seems to be staying open when coming in. Bud will take care of that.
- b) Sandy received bid for storm drain 27 from WRS. The bid was \$2,800 plus tax which is over the budget of \$2,500. Tried getting other bids, but no one else will bid. They are too busy. Sunny makes a motion to accept bid and repair the drain. Chris seconds. All in favor.
- c) Sunny says there is a patch in front of 4821 NGCD that has pulled up from the heat and is lying on the side of the road. Requested Bud have a look at it.
- d) Sandy cut blackberries and Bud used weed eater on back gate.
- e) Bud took old sign outside of the gate, gave it a new post and installed it closer to the gate. Couldn't see old sign where it was originally.

OLD BUSINESS:

1. Stormwater System: Sandy met with Kevin Burke, from Chen Holdings and one of his contractors. Chen Holdings agrees that it's their company's responsibility to take care of the system on the golf course. Kevin looked around to see what needs to be done. Says swales need to be cleared out of all weeds and then re-worked with a mini dozer. Kevin will write up a presentation for the owner showing all the work that needs to be done and get permission to start work. It will probably take about a month to get a response from owner.
2. Dues Payments: Sunny suggests that the new dues amount be allowed to be paid over two payments each year. Chris thinks it's a good idea and motions that the dues be payable over two payments yearly. Sunny seconds. Dues schedule will be: first payment due January 1st and past due February 1st; second payment due June 1st and past due July 1st. All approved.

NEW BUSINESS:

1. Accomplishments: Sandy discussed accomplishments made during the last year. The board has accomplished everything they set out to do including: revision of rules, road work, transferring some of the board's responsibilities to BBTA, encouraging use of web page, acquiring a reserve study, free assessment of the stormwater system, timeliness and consistency in mailing out warnings, and finally stormwater work which should be complete by the annual meeting.
2. Future Directions: Board discussed what they would like to see as the future direction for the next fiscal year. Board decided that for now it would be beneficial to just continue work on the stormwater system and the roads as allowed by available finances.
3. Budget Ratification & Annual Meeting Plan: Board discussed how to set up for the annual meeting. Will need some volunteers to manage the sign-in sheets, check proxies, and provide food and snacks. Sunny and Chris volunteer to run the sign-in table and check proxies.. Bud volunteered to pick up cookies and juice. Sunny volunteered to make coffee. Sandy will confirm details with the church.

Board Adjourned at 6:29 to Answer Questions from Guests

Adjourned to Executive Session at 6:58 P.M.

Executive Session adjourned at 8:04 p.m. and returned to regular board meeting.

4. The board discussed if there should be any provisions in the budget for hardships, and decided that it should be brought up at the next board meeting.

Regular Board meeting adjourned at 8:06 p.m.

Sea Links HOA Meeting

14th of December, 2017 / 6:11 pm - 7:18 pm / Peace Arch Business Center

Attendees

Board Members: Ray Huff, James Danger, Joe Black

Guest Kelly Eford

Board Members Not Attending: Steve Skannes

Quarm Established

Agenda

1. Approving Meeting Min from the General Meeting
2. Approve Design Control Committee
3. Approve Letter for Change in Bank Signers
4. Appoint New Board Member to replace Bud Yost (who Stepped Down)
5. Community Concern, Trees
6. Community Concern, Dogs
7. Community Concern, Squatters
8. Change in Officers Roles
9. Scheduling for Next Meeting

Last Meeting Follow-up

1. Bud Yost stepped down from Vice President of the HOA Board
2. Motion to appoint Kelly Eford to Bud's Position.
3. Motion Approved Unanimously
4. Kelly Eford appointed to VP for the Board HOA

New Business

1. Motion to ratify general meeting min from Annual Meeting.
 - o Motion Approved Unanimously
2. Design Control Committee
 - o Discussion around the routing of Design inquiries
 - o We are going to have all inquiries go to Joe
 - o He will provide information to Committee
 - Committee is currently Joe and Sunny
 - o Joe will bring any items that the board needs to discuss to the next meetings

3. Bank Account at Banner Bank
 - Motion to Change the signers on the Bank Account
 - Motion Approved Unanimously
 - New Signers to be Joe, Kelly and Ray
 - Kelly to create letter
4. Community Concern
 - Trees on the easement
 - Joe will search for the plot plan in the HOA docs on the google drive
 - Ray agreed to call North County to bring easement to their attention.
 - Ray also agreed to follow up on snow
 - Dogs
 - Board agreed it is an Animal Control Issue
 - Squatters on Golf Course
 - It is Private Land that we do not control
5. Change in Officer Roles
 - Kelly Elford to VP
6. Hoyer and Homes
 - Motion put forward to not have Hoyer and Homes pay dues, current and past.
 - Motion Approved Unanimously
 - James to let BBTA know at next meeting
7. New Business
 - Discussion around the county rezoning the area around the beach
 - Talked about current real estate and economic market
 - No current projects that change Sea Links at this time proposed
8. Next Meeting
 - Review Rules and Regulations
 - Fine Structure

Action Items

1. Have BBTA update the State Website showing who is serving on the Board with Kelly's Information
2. Have BBTA send any Design Control Committee communications to Joe Black
3. Kelly to create letter for Bank to update signers
4. Have Joe and Kelly have access to Google Docs account
5. Notify BBTA about past due invoices for Hoyer and Homes
- 6.

Next Meeting Agenda

Review Rules and Regulations

Fine Structure