

**Sea Links HOA Board Meeting**  
**January 27, 2026**  
**Minutes**  
(Approved by email vote 1/30/26)

Board Members in Attendance / Quorum Established: Myra Whiting (President), Jan Bergman (Vice President), Richard Drath (Secretary), Craig Mancuso (Treasurer), James Phaby (Member at Large).

**Call to Order: Myra Whiting**

The meeting was called to order at 2:00 p.m. by President Whiting. The Board members introduced themselves and the attending residents did so as well.

**Proof of notice:** The secretary reported that meeting notices, including the agenda, were hand delivered to each home on January 15, 2026 by James and Richard since the website was not working. Since this is the first meeting since the General Meeting last October, there were no minutes to be approved.

**Reports:**

**Secretary – Richard Drath**

Richard reported that we have recently resolved some issues with the front entry gate and entry code system with the replacement of a memory chip. It was necessary to leave the front gate open during the year-end holiday season since the repair company was not available until the first of the year. The “search by name” function is again working.

**Treasurer – Craig Mancuso**

Craig reported that notices for dues were mailed to all residents in mid-December. He and Richard are working to make sure the accounting firm has current owners and addresses for all residents as some changes have not been reported by title companies following sales.

There are about \$126,000 in two operating accounts. The Reserve Account is held in a CD with Banner Bank and will mature in April. Craig will move some of our funds to a secondary bank so as not to exceed FDIC insurance coverage limits.

Larger, recent expenses include \$5000 to Enviro Northwest for cleaning of the catch basins and \$1200 to Gateway for the micro chip replacement and repairs. These expenses were anticipated when the current budget was developed. The accounting firm will file our tax return prior to April 15, 2026.

**Design Control Committee (DCC) – James Phaby**

James reported that since the last meeting, there have been five requests submitted. All were approved.

1. Modification to existing patio area
2. Preliminary new build plans on East Golf Course Dr.

3. Placement of exterior unit for air conditioning unit
4. Placement of exterior unit for heating system
5. Roof replacement

He reported that although the CCRs allow for a 45-day response time from the DCC, we have been able to complete the review process in 3 or 4 days.

### **Covenants Committee – Myra Whiting**

Community-wide, we continue to struggle with street parking violations. Once the website is up and running, a reminder about the parking rules will be posted. In February, letters will be sent to owners of vacant lots outlining the rules for mowing and maintaining lots as Spring approaches and clarification that failure to do so will result in the Board having the maintenance done and the cost added to the fees for the landowners. In early March, Myra will conduct a review of the condition of the community and adherence to the covenants.

### **Maintenance Committee – Jan Bergman**

Jan presented a very comprehensive report of what has been done to address the recurring issue of flooding, specifically in Wedgewood Court and North Golf Course Drive near the entrance due to the overflow from Latitude 49's retention pond. (Her report will be attached as an addendum to these minutes).

Some highlights are:

- Getting no response from Latitude 49, the Whatcom Co. Public Works Stormwater Division (WCPW) recommended we file a Code Enforcement request with County Public Works (CPW). Unfortunately, we were advised by CPW the retention pond is grandfathered under old rules, and the County is unable to address the issue.
- WCPW was told by Latitude 49 that all annual inspections and dredging have been performed but refused to supply the reports. The County shows complaints on this problem going back to 2010.
- We are still working with the Stormwater Division to complete an inspection of the catch basins and drainage pipes within the adjacent Birch Bay Resort.
- On 1/19/26, Enviro Northwest performed an inspection and cleaning of all the catch basins and drainage pipes for Sea Links. More than 9 tons of debris were removed. Going forward, we will inspect annually to prevent build-up.
- It has been determined that using sandbags to divert the water will not resolve the problem.

Following Jan's report, resident Jane Mauk reported there is work being done by Birch Bay Watershed and Aquatic Resources Management (BBWARM) related to this issue.

There was discussion about the need to perhaps pursue legal action with Latitude 49. Since our legal counsel is also legal counsel for Latitude 49, we cannot use him to pursue this issue due to a conflict of interest. After discussion, it was M/S/C to obtain secondary legal counsel specifically to litigate with Latitude 49 if needed. Myra will look into it.

**Website Update:**

Myra reported that when our website was attacked by a serious virus which disrupted our ability to effectively use the site, we had two choices (1) pay for a whole new site or (2) take down the existing site for repairs and amendments. The Board went with option two. After weeks of work, and several meetings, the website is about 90% complete. We are optimistic that it will be functional again by next week. Richard and James offered to distribute notices to all residents when the website is available and to encourage everyone to subscribe so as to receive announcements and information from the HOA.

**Gate Entry System Update:**

In addition to the gate entry system repairs previously reported, Richard has received a quote from Ziplly Fiber Northwest (provider of our gate phone line) to upgrade our current gate phone service from local only to Onevoice Nationwide, which would allow the system to use resident's area codes from outside the current 360 limitation. The monthly rate would increase from about \$75 to \$90. It was M/S/C to upgrade service. Richard will contact Ziplly Fiber.

**Consideration of Dues Variance for Unbuildable Lots:**

Questions have come to the Board about the payment of dues on lots that seem to be unbuildable, mostly due to swamp areas and wetlands. There was a long discussion about the pros and cons of waiving dues, questioning how to determine if a lot is unbuildable, as well as past decisions of previous boards and precedence for future boards. It was M/S/C that all lots/plats, as designated on the Sea Links Master Map, be assessed dues as outlined in the CCRs.

**Additional Topic:**

It was reported to the Board that on several occasions packages have been left outside the gates or tossed over the back gate by delivery services which must not have a gate code. Richard noted that all primary delivery services (i.e. USPS, FedEx, UPS) have active, usable codes. He and Myra will explore having a permanent sign created to attach to both front and back gates advising deliveries should NOT be left at the gates.

**Adjournment:** The meeting was adjourned at 3:10 p.m.

**Next meeting:      March 10, 2026      2:00 p.m.      Birch Bay Community Bible Church**