

**Northern Heights Community Association**  
**2020 Annual Meeting**  
January 21st, 2021  
Minutes submitted by Sarah Messmer

**1. Welcome and Introductions**

- Bryan Jones called the meeting to order at 7:00 p.m., which was held virtually via Zoom.
- Other board members present were Marty Sauvage, Mike Dispigno, and Sarah Messmer. Each board member introduced themselves before moving on with the agenda.

**2. Quorum Confirmation**

Sarah Messmer confirmed that 52 homeowners were represented at the meeting. This total included proxies.

**3. 2020 Treasurer's Report - Marty Sauvage**

- Checking Account balance as of 12/31/2020: \$5,922.44
  - Due to Proclamation 20-05 issued by Governor Inslee in response to the COVID-19 pandemic, community associations cannot issue late fees for late payment of dues. This was proclamation was initially overlooked by the association and therefore \$390 was refunded to homeowners who paid late fees for their 2020 HOA dues
- Savings Account balance as of 12/31/2020: \$5.00
  - Required by ICU to have this account with a minimum balance of \$5
- Storm Water Account balance as of 12/31/2020: \$10,286.34
  - Transferred \$12,700 to the checking account throughout the year for retention pond maintenance
- Reserve Account balance as of 12/31/2020: \$15,012.30
  - Did not make any transfers into or out of the account during 2020

**4. State of the Association**

- The biggest project taken on in 2020 was continuing with the retention pond maintenance that was started in 2019.
  - All trees were removed from 125 ft of the south end of the pond. All large trees on the south end of the pond were removed.
  - In 2021 plan to remove trees from the remaining 110 ft of south bank of the pond.
  - In 2022 plan to remove all stumps left over from tree removal, regrade and reconstruct the swale to its original design, install a new concrete

manhole to divert stormwater flow into the treatment swale, and reseed the swale with grass.

- In 2023 plan to remove trees from 100 ft on the east side of the pond.
- Removed large tree and ivy that had grown over the drainage ditch on the south side of Roma Rd.
- Scheduled reoccurring maintenance of the weeds and grass growing in the ditch on the north side of Roma Rd with the Northern Heights Landscaper.

## **5. Community Concerns**

- Status of Annexation
  - Due to the pandemic, The City of Bellingham is not currently hearing cases for Annexation. Northern Heights Annexation is on hold and is expected to be 1-2 years out from annexation.
- The street light on Marie Ct malfunctions all the time
  - Marty to send an email to Brite Solutions
- The trees on the property behind the houses south of McLeod continue to fall on the fences and houses of McLeod Rd residents. Several people have reached out to the registered owners (a property management company in Vancouver, CA), but no one has heard back from the owners.
  - A homeowner on McLeod reached out to Whatcom County and after a County Representative looked at the damage caused to their property by a falling tree, he put them in contact with the real estate company that represents the owner of the land behind McLeod. The McLeod homeowners will update the Northern Heights Community Association Board if they make any progress with the owner of the land.
- The ditch behind the homes on the south side of McLeod continues to be blocked with debris. If homeowners do not stay on top of clearing out the ditch it can cause their houses to flood.
  - The question as to whose responsibility the ditch is to maintain was raised. The Board will do some investigating around this concern.

## **6. 2021 Budget Presentation**

- There are a few changes to the 2021 proposed budget from the 2020 budget
  - The budget for Events/Common Spaces was reduced from \$100 to \$75
  - The budget for Insurance was increased to \$2,650 from \$2,600
  - The budget for Landscaping was decreased to \$12,250 from \$14,250
  - The budget for Legal was decreased to \$750 from \$1,000
  - The budget for Office Supplies was decreased to \$400 from \$450
- Dues will remain the same for 2021 as they were in 2020 at \$210 per household
- \$60 from every household will be transferred into the Stormwater Account
- The budget was approved at 8:15 p.m.

### **7. Election of New Board Members**

- Bryan Jones and Sarah Messmer will continue on with the second year of their two-year term
- Marty Sauvage and Mike DiSpigno have agreed to stay on for new two-year terms
- Karen Holderman volunteered to serve on The Board
- Keith Zackel volunteered to serve on The Board
- The community approved retaining the four existing board members and voted in favor of the addition of Karen and Keith

### **8. Raffle for 2021 Dues**

- Carolyn Smith won the raffle for not having to pay 2021 dues

### **9. End of Meeting**

- A motion to adjourn the meeting was made, and seconded. The meeting ended at 8:30 p.m.
- The next board meeting will be held on February 18<sup>th</sup>, 2021 at 7:30 pm via Zoom