

December 14, 2021

DRAFT

Woodside Community Association  
P.O. Box 28548 Bellingham, Washington 98228  
Annual General Membership Meeting Minutes

Directors:

Kelly Archer-Balzer, President

Barbara Owens, Vice President

Amy Whiting, Treasurer

Taylor Trettevik Sabado, Secretary

Robin Rice, Landscaping

Meeting called to order at 6:36 p.m.

27 homes represented.

Introduction of Board Members

Introduction of WCA Members

I. Approval of 2021 Annual Meeting Minutes

Moved: Warren Rosenthal. Seconded: Paul Opryszek. All attendees voted in favor. The 2021 Annual Meeting Minutes are approved.

II. Review of 2021 Events/Committee Reports

a. Events: The Easter Bunny walked around the neighborhood. All other events were cancelled again due to Covid. No summer BBQ. No Firefighters visited, but some gifts were donated to the fire station on behalf of the neighborhood.

b. Landscaping: Robin Rice reported. Our contractor, Green Thumb, is the same. We have an annual contract with Green Thumb that renews in May. We are on a 3-year cycle of trim trimming. The last trimming occurred in 2020 and the next trimming will be in 2023 if we continue the same cycle. The tree committee met several times this year. The committee decided that north Westhills Place would be a test street to receive new trees. Autumn Brilliance was the tree voted on by the neighbors on this street. Robin received bids, but supply chain issues led to Autumn Brilliance trees not being available at this time. Autumn Brilliance cost \$250 a tree, so the 10 trees on north Westhills cost \$2500 in trees alone. Paul Opryszek requests that neighbors please water any newly planted trees.

III. Financials

a. 2021 End of Year Report. Amy Whiting delivered the 2021 End of Year Report: No major changes. Last year the budgeted legal fees increased for the Squalicum Heights development to \$10,000. We spent \$0 in legal fees for 2020 and maintained a budget of \$10,000 for legal fees in 2021. We save \$3,000 annually for trim trimming. We keep \$2,000 in checking to pay bills. We have good cash reserves in place and roll over cash.

b. Approval of 2022 Budget. Moved: Barbara Owens. Seconded: Mary Jensen. All in attendance voted in favor. The 2022 budget is approved.

#### IV. New Business

a. Update on proposed Squalicum Heights Development reported by Bob Putich.

i. New proposed design sent in email. Some changes are improved area around storm retention pond, cul-de-sac like concept in Pebble place with driveway access to development and added emergency access by creating 'alley' to McGrath. The plan still included 36 homes. Lots and homes are still smaller than those in the Woodside neighborhood.

ii. A second emailed document shows what the city is asking the developer to clarify, explains the process and explains what the developer needs to do. The next step is a public meeting where we have the potential to explain what we are not happy with.

iii. Issues discussed:

-Density: Bigger lots and less homes are desired, but it could also be multi-unit, so we should try to work with the current plan.

-Eliminate vehicle access on Pebble. Safety issue with traffic. Pebble street was left unfinished for the purpose of school access.

- Legality issue of land being changed from educational purpose to private homes.

-Parking inside Squalicum Heights and overflow into Woodside

-Bigger set back

-In fill toolkit. Can we oppose this?

-Keep it separate. Fence or restricted access may also work as a good law enforcement blockage.

-Do they remember our original points? Yes, it's the same consultant and apparent they looked at our notes. The new layout does take into consideration our feedback and demonstrates the developer wants to work with us.

iv. Warren Rosenthal volunteered to meet with Lynt and Julie Harris, who moved onto Pebble, to fill them in on all previous discussions about Squalicum Heights.

v. Woodside Squalicum Heights Committee plans to meet Tuesday, December 28 or Wednesday, December 29. Bob Putich will email documents. The committee will determine a list of issues (referencing past lists developed by the committee) to present to the lawyer to bring up at the neighborhood meeting. Please email Bob Putich (bputich@gmail.com) and Kelly Archer-Balzer (kellyabalzer@yahoo.ca) to join the committee. The Board can approve lawyer action without gathering the committee.

b. Re-starting the Design Review Committee: The Design Review Committee works to create a similar look for the neighborhood and follows the covenants. House paint colors, new landscaping and projects could be handled by the committee. The Design Review Committee existed in the Woodside community in previous years. For it to restart 75% (95/130) neighbors must agree. Neighborhood interest could be diminished due to home values currently being high or neighbors may appreciate controls being in place to keep quality of life in the neighborhood. The design review committee could create more hoops for neighbors to jump through or relieve some pressure from Board members previously handling these issues. Emily Nichols volunteered to send out a survey with information from the covenants and to see if there is interest from the neighbors to restart the Design Review Committee.

c. Recording the zoom of next years AGM meeting would be helpful for those who can not make it. If you did not receive an email invite to the AGM please email Kelly Archer-Balzer ([kellyabalzer@yahoo.ca](mailto:kellyabalzer@yahoo.ca)) to update your email address on file.

d. Paul Opryszek: January 8, 2022 is the Scout's Christmas Tree pickup. Envelopes will be passed out for donations. Children (boys and girls) ages 11-17 are welcome. Please pass on the information if you know anyone who may be interested in Scouting.

#### V. Nomination and Election of WCA Board of Directors for 2022

a. There are 2 vacant Board positions for 2022 as Robin Rice and Barbara Owens will not be on the Board next year. Barbara worked to maintain the website. It's an easy platform to navigate and a volunteer is needed to keep the website updated. Please let Kelly Archer-Balzer know if you are interested. The website is [woodsidecommunityassociation.org](http://woodsidecommunityassociation.org) (or.com)

Emily Nichols and Jonathan Yarsley volunteered to join the Board. Motion to elect: Bob Putich. Seconded: Warren Rosenthal. All attendees voted in favor.

Kelly Archer-Balzer will schedule a Board transition meeting.

#### VI. Adjournment-8:01 p.m.

December 8, 2020

## Woodside Community Association

P.O. Box 28548 Bellingham, Washington 98228

Annual General Membership Meeting Minutes

### Directors:

Kelly Archer-Balzer, President

Barbara Owens, Vice President

Amy Whiting, Treasurer

Taylor Trettevik Sabado, Secretary

Robin Rice, Landscaping

Meeting call to order at 7:06 p.m.

35 homes represented.

- I. Introduction of Board Members
- II. Approval of 2020 Annual Meeting Minutes  
Moved: Warren Rosenthal Seconded: Barbara Owens. All attendees voted in favor.
- III. Review of 2020 Events/Committee Reports
  - a. Easter Bunny walk around neighborhood: Kelly Archer-Balzer and the Easter Bunny walked around the neighborhood waved at kids and families. This appeared to be well received.
  - b. All other events were cancelled due to COVID.
  - c. Firefighters will not be coming to the neighborhood this year, but they are accepting donations. If you wish to donate any unwrapped toys, non-perishable food items or monetary donations you are welcome to drop them off at Kelly Archer-Balzer's house (3758 N Heather St) or the Britton Loop Fire Station (by Friday). Kelly will take the collected donations to the Fire Station on Thursday.
  - d. Website: Thank you, Barbara Owens for updating the website. The website and email address are working.

### IV. Financials

#### Budget:

- a. Amy Whiting delivered the 2020 End of Year Report: \$27,507.44 was collected in dues. Actual expenses totalled \$25, 048.44. As of November 16, 2020, checking account balance was \$2, 215.04 and the savings account balance was

\$37,450.16 equalling a total of \$31,665.20. The collection rate of dues was 98%. Community events expense was lower than predicted due to COVID.

For 2021, \$42,440 is budgeted for expenses. Amy Whiting anticipates \$17,780.20 will be remaining in the reserves at the end of 2021.

- b. Approval of 2021 Budget. Moved: Russ Robinson. Seconded: Bob Kuenzel. Majority in attendance voted in favor and 2 opposed. The 2021 budget was approved.
- c. Future Projects-Tree trimming in 2021:

Robin Rice presented a PowerPoint presentation with pictures of trees, estimates and recommendations. The current landscaper is Green Thumb Company, LLC. The monthly fee for 2020 was \$1090.26 and their contract renews in May. Are we happy with this or do we want something more?

The City repaired the sidewalk in several places due to tree root damage. Please let Robin or the City know if you notice any other areas that need repair.

Tree trimming occurred in Spring of 2020 and has been every 3 years. Earthworks Tree Service cost for tree trimming was \$7826.40 in 2020. Robin Rice called three arborists: Earthworks, Solstice Tree Care (no response) and Lost Arrow Arborists. Arborist John Mailoit at Lost Arrow recommends replacing the trees since previous trimming has destroyed them. He did not provide a bid for trimming. Earthworks discussed yearly vs. every other year for tree trimming and recommended yearly trimming in the 'Pollard' technique due to prior trimming.

Yearly cost of tree trimming quote is \$8,820. Quote for removal of all trees is \$11,500 and \$18,000 for replanting trees. Removal of stumps on Westhills is quoted at \$1400. Up front cost of tree removal will be high but could save us money in the long term.

Robin Rice recommends removing the stumps on Westhills and not trimming trees this year. We could consider trimming trees every other year and planting some new trees. Suggested trees are Centurion Crabapple, Paperbark Maples and Western Red Bud.

Do we want to remove trees instead of aggressively trimming? Long term expenses may be more if continue aggressively trimming. Uniform trees or variety? Ask a landscape designer? Committee could form to answer these questions.

Bob Putich: The sidewalks and trees are city property. The city is obligated to trim trees to 8 ft above sidewalk and 15 ft above roadway. We are not obligated to maintain the trees, but they do look good and add value to neighborhood. \*Correction: This is a right of way. The property owner is responsible for maintenance. The height info is correct.

Last year the association voted to replace the trees that were removed on Westhills due to damage. Robin Rice reached out to companies to replace them, but with COVID this did not

move forward. Robin Rice has not reached out to City to see if they will replace the trees, but he doubts they will.

Paul Opryszek watered the tree in front of his house and it was doing better than other. He expressed concern that if the property owners do not water/take care of the tree any money spent on them will be wasted. He would appreciate communication with homeowners regarding the trees in front of their house. Removal of tree on Westhills was voted on at the 2020 annual meeting. Those trees were not planted properly and left in burlap sacks.

Robin Rice is open to other arborist options. Warren Rosenthal suggests making a short term and long-term plan. Angela Polito agrees that the trees should not be trimmed annually.

Bob Putich moved that Robin Rice picks 3 species of trees to replace the trees that we cut down. The homeowners will decide which of these three trees will be planted in front of their home. Trees should not be trimmed/butchered every year. Second: Paul Opryszek. Bob Putich withdrew his motion.

Robin Rice moved that we move forward with removal of stumps. Seconded: Barbara Owens. This motion was not voted on.

Russ Robinson moved to take the tree trimming and replacement issue to a committee or a second meeting outside of this general meeting. Seconded: Scott Chambers and Bob Putich. All those in attendance are in favor and the motion passed.

The committee plans to meet the second Wednesday in January. The stumps on Westhills will be removed as Amy Whiting confirms that there are budgeted funds for moving forward with this.

Robin looked at the Green Thumb contract and it does not specifically refer to the leaves on the sidewalk on Chandler. The contract states 'blows common area and sidewalks', but we could look into adding Chandler as well. \*Correction: Chandler is a common area which Robin should remind Green Thumb.

- d. Legal fee increase to \$10,000.00 annually for pending development in Squalicum Heights. Board and committee voted to hire lawyer.

The 2021 budget is not exhausted but may draw down on reserves. Due to legal fees it was suggested that dues could be raised. We will put this on the agenda for next year. The Board can also raise a one-time assessment fee for legal fees which would take a vote of the membership to approve.

George Sidhu is concerned about the issue of safety in the new development. He suggested adding access on McCloud may be a bigger safety concern for children walking to school than the access on Pebble will be. George Sidhu believes from an engineering perspective it will be difficult to put access on McCloud. Scott Chambers suggests Bob Putich sends out more

information about safety and the amount of information that has been gathered. Bob will send out the information collected from March 2020.

Emily Nichols states that daily trips on Pebble will increase from 12 trips to 340 if there is not a second access road. The City told her that access on McCloud is not a safety concern.

Roxanne McCloud is worried that lawyer fees will add up quickly and the budgeted \$10,000 will be used quickly. Chelsea Wilson, Emily Nichols and Paul Opryszek voiced opinions that the lawyer will articulate a clear case and will give the developer a reason to listen to the concerns.

Kelly Archer-Balzer brought up the committee on the Squalicum development and invited anyone who is interested to join the committee.

#### V. New Business

- a. Hiring the Law firm Chmelik Sitkin and Davis (CSD) to represent Woodside re: proposed Squalicum Heights development

Bob Putich explained the history of the property. It has sold and the developer plans to put 36 homes on the 5.5 acres. Woodside would be the main access. No other access is currently planned. It is estimated 330 vehicles a day will go in and out of that neighborhood. A committee of interested parties was formed. It was decided to have an attorney represent the Association. The search was narrowed and CSD was selected to represent Woodside Community Association. The process depends on the developer. It could be a 2 year process to get the development approved. The idea is to do as much as possible and call on experience of neighbors to lessen the impact of the cost of the attorney. The firm is familiar with the City of Bellingham and the developer. The budget line is a cap on expenditure, but it's not certain that we will use it this year.

Scott Chambers clarified with Bob that the end goal of hiring the attorney is to have a different access and/or to reduce the number of homes. There are several other issues like safety vehicle access. Kelly Archer-Balzer wrote a letter to the City of Bellingham that explains the direction we would like to go with the project.

Bob Sampson asked Bob Putich if the attorney has any idea if it will be possible to accomplish what we want. Those discussions have not occurred since the formal application has not occurred. The City will not give us feedback until the developer's formal application is filled

Bob Kuenzel researched that one of the partners has a lot of expertise in land use area and the other partners do not. Bob Putich confirmed that we will be using the advice of the partner with expertise and the other partners will help us within their experience due to their lower fees.

Bob Putich confirmed that in the meeting with the developer the developer thanked us and said they would move forward as they see best. No deviation from their initial plan is apparent, but they are in the pre-application process and this could change.

Bob Sampson is curious about focusing on 2-3 issues instead of 5-6 issues. Bob Putich confirms that we should keep our focus limited to the most important issues. The attorney will guide us on this.

Angela Polito is wondering if Bob as liaison could communicate updates on a regular basis. Bob Putich will include all in the regular weekly or biweekly communication even if there is no news. People can opt out if they choose to.

Robin Rice added that the attorney recommended requesting public records every three months. The attorney sent the first one. Going forward Bob Putich will request the records and let everyone know when it is sent out.

Rick Smith wondered in there was any direct communication with the developer other than neighborhood zoom meeting. Kelly Archer-Balzer confirmed that no other direct communication has been made. Thank you to Rick Smith for all his efforts in putting together the letter.

- VI. Nomination and Election of WCA Board of Directors for 2020  
Current board members are willing to continue in their positions. Motion to elect: Russ Robinson. Seconded: Scott Chambers. All attendees voted in favor.

Russ Robinson offers to help with the website as needed.

Meeting adjourned at 8:37 p.m.

March 4, 2020

## Woodside Community Association

P.O. Box 28548 Bellingham, Washington 98228

Annual General Membership Meeting Minutes

Board Members Present:

Kelly Balzer, President

Barbara Owens, Vice President

Amy Whiting, Treasurer

Robin Rice, Landscaping

Meeting called to order at 7pm

- I. Introduction of Board Members and neighbors
- II. Approval of 2019 annual meeting minutes Moved: Laurie Wolf, Seconded: Warren Rosenthal. All attendees vote in favor.
- III. Review of 2019 Events/Committee Reports
  - a. Easter Event: A success as usual. Working on a solution to keep the bunny's ears on next year.
  - b. Summer Event: Occurred in September. Higher attendance than past events held in August. Plan to keep this event in September for 2020.
  - c. Santa Firefighter and Toy: Firefighters thrilled with the turn out.
  - d. Adult wine/cheese night did not occur. May plan for this year.
- IV. Financials
  - a. 2019 end of year report: \$36, 501.27 in Checking and Savings. Maintain 5,000 cash reserve and 3,500 for tree fund. Insurance company has combined the fee for liability insurance and director insurance. These expenses are now combined into one-line item.
  - b. 2020 Budget. Dues (\$200/yr) remain the same. Possibly changing landscaping companies and purchasing trees.
    - i. Approval of 2020 Budget. Moved: Warren Rosenthal Seconded: Fumio Enzo seconds. All attendees vote in favor.
  - c. Future projects-Tree Trimming on Tuesday, March 17, 2020
    - i. Robin Rice researched 4 organizations. Earthworks is a local arborist. They inspected the trees for health. Their trimming method aims to limit the number of shoots to improve the health of trees.
    - ii. Cost is 7,865.00.
    - iii. Trees on the HOA property between the road and sidewalk and those in the medians of the cul-de-sacs will be trimmed.

- iv. Reminder: Trees in the lower neighborhoods can be no taller than 35ft. In the upper neighborhood trees can be no taller than 20 ft max. Limits do not apply to legacy trees. Please ask Robin Rice if you have questions.
- v. Earthworks is offering a discount to any resident who desires to have trees trimmed on their personal property along with the community trees on March 17. Please contact Brandon Brody at Earthworks (360) 305-5525 for an estimate.
- vi. Landscaping contract up in April. Earthworks does not do landscaping. Windwood is interested in taking over landscaping. Concern that current landscaper is too aggressive.
- vii. Ash trees on NW Hills never grew. Plan to remove 16-17 dying/dead ash trees.
- viii. Look of trees and other benefits appreciated. Suggestion to replace Ash Trees. Ash trees stick out since other trees in the neighborhood are a variety of plum. One to one replacement might not work well. Consult arborist.
- ix. Bob Putich motions to replace ash trees with the appropriate species in the available spacing per arborist advice within budget consideration. Robin Rice seconds. Majority of attendees vote in favor.

V. New Business-Sale of the 5.5 acre property

- a. Keith Cook/Re Max was the broker for the deal and welcomes any questions. The purchaser is a local developer. Developer currently has no plans. Zoned for 23 units but may go up to 34. Will need storm water retention on the lowest part of the property. Keith believes the plan is for houses with access off Pebble by extending the dead end.
- b. Suggestion to set up meeting with developer first before city involvement.
  - i. Warren Rosenthal and Kelly Balzer volunteer to contact the developer.
  - ii. Conversation may continue with Mayor and city planners after discussion with the developer.
- c. Traffic Issues
  - i. Concern about the impact of more houses on traffic. Suggestion to get involved in traffic in broader neighborhood.
  - ii. Kelly Balzer spoke to city and the school district about traffic. Traffic study completed and there is currently not enough traffic to warrant a flashing light. Speed bumps are not an option due to emergency vehicles. School district deferred back to city but could send a letter to city in the future.
  - iii. Warren Rosenthal and Kelly Balzer volunteer to talk to the city about the traffic issue.
  - iv. Speed watch trailer will be on Woodside. Reminder speed limit is 25mph.
- d. Suggestion to network with other neighborhood associations. Bob Putich will send contact information to Kelly Balzer.
- e. Additional Thoughts:

- i. Price of sublots? Individuals may be able to buy lots. Association could buy lot to make a park.
- ii. Would we want to include new development in HOA? Would be nice to have covenants similar to ours.
- iii. Will path will be maintained to North Heather to allow kids to walk to school?

VI. Nomination and Election of WCA Board of Directors for 2020

- a. Current board members are willing to continue in their positions and Taylor Trettevik is nominated to fill Secretary. Motion to elect: Warren Rosenthal. Seconded: Laurie Wolf. All attendees vote in favor.

VII. Miscellaneous.

- a. As of now 45% of dues for 2020 have been collected. Treasurer, Amy Whiting, appreciates the prompt payment of dues. Thank you!
- b. Barbara is working on a new website for us that will be published in 2-3 weeks and will include covenants and bylaws.
- c. Revisited Tree Discussion: Concern about trees on side of street without a sidewalk. About 70 trees HOA property and 70 trees on personal property. To cut these trees the HOA would need permission from homeowners and it would double the budget. Weekend work party suggested. Woodside sign will go up to announce tree cutting.
  - i. Committee to focus on the tree issues: Keith Cook, Gary Bornzin
  - ii. Gary Bornzin motions to keep the current tree contract and then revisit possibly trimming other trees for next year. This motion was not seconded or voted on.

Meeting Adjourned at 8:23.