

Double R Ranch HOA Board Meeting January 17, 2023

6:30pm Keeli called the meeting to order.

Board Members Present: Keeli Brady, Nick Jordan, Adrienne Montoure, Tom Gnewunch

Homeowners and others: Dale Newell, Robynne Sapp, Sandy Stratton, Rosemary Grooms, Samriddhi Chaturuedi and Amit Shukla

Agenda- Laurie made a motion to approved and Nic seconded.

Minutes- Adriane made a motion to approve. Laurie seconded. Homeowner concerns: None

Treasury Tom was not present yet at this time. Amy read the bank statement totals. The regular account has \$54,028.17 and the roads account has \$18,004.52. There were no major expenses but as it's the beginning of the year homeowners are paying dues and the regular account is increasing.

Administration Amy reported that all invoices have been sent out for the 2023 year. Homeowners are turning in their dues and on time. Amy has been keeping the office organized and sent out new homeowner letters and packets to those who have joined the Ranch in the past year.

Maintenance and Roads Beezers list to do: Vinyl fence- Beezer has dug holes for fence posts and is requesting the Board to purchase expandable foam for the posts. It cost more per post but cuts the labor costs and amount of time greatly. The board ran numbers and compared cost and approved the request to purchase foam instead of cement.

Roads- During our last snow storm the homeowners were satisfied with the snow plow and sand on corners of the road but not the hill. The biggest concern was emergency vehicles having access to the Ranch and the hill is the biggest problem. Using the tractor to plow the hill was discussed and the Board is hopeful that Sue's husband can train Beezer how to use the tractor as he has done this in years past. Amy will reach out and see if this can happen.

Pool The pump may or may not be working and the electrical outlet may or may not be working in the storage room. Amy will contact an electrician to come diagnosis and fix the problem.

Old Business Flag poles- Adrienne made a motion to hire Legacy Tree Care to remove flag poles. While discussing this the Board decided all flag poles will be taken down and a new one purchased to be a height that our maintenance staff could maintain. It was difficult to find a company to take down the poles in our county. It was decided a tree company would be best since they had the equipment however they did not have the skills to restring and or paint the current pole. Amy will find out from Robynne Sapp which flag pole she has as it looks amazing at her house and will be a height anyone can maintain. This new pole will fly the American flag as voted on in 2021 at the AGM.

New Business Dog poop- There are many offenders around the Ranch who are not cleaning up their dog's poop. It needs to be cleaned up and if not treated as though its litter according to the rules of the Ranch. Homeowners who are caught will be fined. Amy will send out an email and put a sign on the bulletin board. Also remind homeowners to keep their dogs on a leash or they will be fined.

There are 2 labs (a yellow and black) that are seen of leash often and have even destroyed other homeowners property. Short term rentals- Amit and Robynne spoke about the positives that come

to the Ranch with rentals. According to our attorney the air b&b rentals are not considered a business. There was a federal case in supreme court that established this. The Ranch has to allow this to happen but there are rules to follow with renters. Amy will convert the current rental information form into a PDF and email homeowners who decide to list their home as a short term rental so there is emergency contact information on file. The homeowners were both informed that they are always responsible for their guests. If guests and renters are to do anything against the by law or rules that the homeowner will be responsible. Keeli announced she will be stepping down as president. She said she would still be involved with the Board as things transition and new board members are found. She has served on the Board for 10 years and it's time for her to step down and take a break.

7:31pm- the Board moved into executive session.

Double R Ranch HOA Board Meeting Minutes February 21, 2023

Adrienne called the meeting to order at 6:30pm.

Board members in attendance: Lori Jordan, Nick Jordan (zoom), Tom Gnewuch (zoom), Adrienne Mountoure

Homeowners and others present: Diane Jefferys, Jessie Canfield, Keeli Brady, Amy Ashby

Agenda- Laurie made a motion to approve. Tom seconded.

Minutes- Laurie made a motion to approve. Trevor seconded.

Homeowner concerns: Diane Jefferys and Jessie Canfield came to the meeting in regards to their construction and moving of a park model on to their property. They wanted to know why the Board was asking for permits for their construction and implied others were not. They explained that Keeli had told them verbally everything was okay to move in the park model and that their movers and contractors never once said they needed a permit. They did receive permits from other attempts at moving in a single wide however that plan fell thru. The Board explained that their job as volunteers was to enforce the bylaws and rules of the Ranch whether they liked it or not. Most the Board agreed they don't like being the ones to tell people no or to stop work, however the homeowners of the Ranch are responsible for following the rules and are aware upon moving into the Ranch. The proper steps must be taken, and it was nothing personal against them in this case. There was much discussion around these issues and at the end it was decided that more discussion within the Board needed to take place in the executive session. Amy did explain the information received from the county stating that why park models weren't allowed. The majority of the reason was because they are not designed to be lived in more than 120 days out of the year. They are built with different building codes, fire codes and standards that do not provide the same life expectancy as that of a home (modular, mobile, single wide, stick built etc...). The homeowners provided addresses of those who also had park models on their property and it was again decided discussion among the Board, the county and the attorney needed to take place to address those concerns. The Board had a few other concerns and decided to discuss specific homeowner properties in the executive session. New homeowner on Crockett Rd has a large rock in the ditch. This is something Amy

discussed with him when he came to the office for paperwork. He was unable to remove it. Keeli and Trevor agreed to go over this weekend and try to remove it with their quads. Amy will contact the homeowner to let him know.

Treasury: Regular account \$70,906.92 and Roads account \$18,004.52. No major expenses and majority of homeowners have paid \$744 at once which is significantly increasing the grand total of the main account.

Administrative: Amy was able to confirm with the Assessors office when homeowners combine tax parcel ID numbers. This was something the Board had asked since a few homeowners dues are impacted by the number of tax ID's they hold. A homeowner recently combined theirs and was not given documentation but said the process was free and easy. Files in the office are still being organized to accommodate new homeowners and keeping important records on file from previous homeowners. Amy identified about 25 new homeowners in the past couple years.

Maintenance and Roads: Beezer's list- Beezer has cleaned up the mailboxes, kept blackberries trimmed and will continue to monitor for salt/sand needs during next "storm". Need to add picking up tree branches in the common area/ field and possibly ditch clean up for homeowners that do not respond to letters and clean up their ditches causing overflow rainwater and potential ice spots in cold weather.

Pool: The pump stopped working due to faulty electrical outlet. Pump got overly excited about pumping water and the float malfunctioned and didn't stop at the right level so the pool is lower than normal. Pool decking repairs will be discussed next meeting.

Old business: Vinyl fencing- Beezer is researching cheaper options to purchasing the foam. Work will begin when weather gets nicer. Flag poles- they are gone! Legacy Tree Care came and removed them. The new flag pole is here and Beezer will install the flag pole soon.

New business: Lot clean ups will be discussed during executive session. Park model was already addressed during homeowner concerns. Spring clean up day planning discussion will happen next meeting.

The Board moved to Executive Session at 7:36pm.

Board of Directors HOA Meeting Minutes March 21, 2023

Homeowners and others present: Joe Snow, Diane Jeffery, Jessie Canfield, Joe Russell, Patty Macheras, Griselda Contreras, Jose Contreras, (zoom homeowners) Robyne Sapp, Sheri Murphy, Jenn Lysen, Juliet Kalazuniaki, Vikkie Farrell, Amy Ashby

Board members present: Adrienne Montoure, Laurie Jordan, Tom Gnewuch, Nick Jordan

Adrienne called the meeting to order at 6:33pm.

Agenda- Laurie made a motion to approve it and Tom seconded.

Minutes- Laurie made a motion to approve it and Tom seconded.

Homeowner Concerns: Second dwellings- There was lots of opinionated discussion regarding the topic of second dwellings. It was difficult to track who was saying what. Homeowners were concerned about the water sewer system and its ability to withstand more use. Amy was able to read emails from the Birch Bay Water and Sewer company that assured it would be able to withstand the use as long as the land was meant to be built on. The Board had spent time creating a document (later was emailed to all homeowners) that explained the potential change in bylaws. Currently the Bylaws and rules state that second dwellings are not allowed on half-acre lots. This change would not affect the full acre lots. There was much discussion about homeowners being charged a second set of dues if they are to have a second dwelling. More housing means more people and more people is more usage to the facilities and roads at the Ranch. This document addressed that concern. The park model discussed at the previous meeting was brought to the attention of homeowners. Park models are not allowed at the Double R Ranch. Homeowners who do not fill out a construction application, communicate with the county regarding permits and still proceed with work on their property without approval from the county and the Board are in violation of the rules of the Ranch. Homeowners are responsible for providing paperwork to the Board. There were a lot of emotions and a lot of opinions it was difficult to track the discussion but the general topics were covered in notes above. Juliet K's fence redesign was denied. Homeowners were concerned as to the reason why but this was a previous Board decision. Juliet presented many photos explaining her ideas. The Board appreciated the presentation and would discuss their decision in executive session.

Treasury: Tom read the bank records. There is \$18,004.52 in the Roads account and \$72,314.28 are in the general account. No major expenses have been taken from either account.

Administration: 21 letters were sent out regarding dues. Security solutions required the Ranch to pay the full bill for a service charge that ended up being something they couldn't fix. The tech came out and found out they did not have remote access to our system because it is an older system. Since they were here they fixed a camera that was offline and then charged the Ranch for it. Amy is not sure if it is something she could have done or not as she's never tried before. Amy explained the technical troubles that have been occurring with Security Solutions equipment and had someone come look at them free of charge to provide information about an upgrade. He told Amy that he would have information to the office before the Board meeting and has not. Amy explained each trip out cost over \$100 and every technician that's been here has said "this system is so old" and then has to call back to their office to talk to the one person who knows how to work with this system. The Board asked Amy to find another company and find out pricing options.

Maintenance and Roads: Beezer's list to do- trim blackberries, flag pole and fence. Ditch work to be completed if homeowners haven't responded to their letter. He has been working on clearing larger branches and trees from common areas so the landscapers can mow. WRS- They came and fixed the pot holes on Pool-Barn road under warranty. There was no cost to the Ranch for this repair work.

Pool: Pool decking- Amy will call Troy. Tom suggested we use a product called "2 part epoxy" so it doesn't chip away like previous years. Keeli can provide the order of events and who to call to get things up and running. Amy will take over some responsibility for the pool prep as Keeli has now stepped down. The Board asked Amy to start looking for pool workers for the season. Wages will be minimum wage for pool work.

Old Business: Vinyl Fencing- Beezer is working with Nick. Amy will order foam and supplies. Flag pole Beezer will install this when weather is nicer. It will require cement base. Lot clean up- specifics will be discussed in executive session.

New Business: Spring clean up day- because of the length of the meeting it was decided this can be discussed next month with the plan to have one in May. Second dwellings- they were discussed with homeowner concerns.

8:20pm the Board moved into executive session.

Double R Ranch HOA Board Meeting April 18, 2023

Board Members present: Adrienne Montoure, Nick Jordan, Laurie Jordan, Tim Stratton

Homeowners and others present: Jeff Wick, Keeli Brady, Sandy Stratton, Diane Jefferys, Karin Powell, Amy Ashby

Meeting was called to order at 6:32pm

Agenda- Nick made a motion to approve

Minutes- Nick made a motion to approve

No homeowner concerns brought up at this time.

Treasury: Regular account \$73,114.29 and Roads account: \$18,004.52

Admin: Amy continued to work on finding quotes for a new security company. Other than the day to day there was no pressing issues. Dues are still coming in in a timely manner. Most homeowners are up to date.

Beezer's List: New thing to add are vinyl fence to be cleaned and stop signs/road signs cleaned. Weeding by the fence inside and out. Beezer asked about getting a company to come get rid of the junk beside the barn. He was finding lots of beer cans and evidence people are using that area to "party" and he would like to get it cleaned up. He has also asked for a new chainsaw. The Ranch does not own one. Amy found a Dewalt brand (as requested) for around \$300-\$400. The Board all agreed to purchase one so that the work Beezer does can get done faster.

Pool Deck: Amy talked to Troy. He will be sending quotes over to get approval from the Board and will do research about which product will work best for our situation. Amy discussed the need to increase the pay for a pool employee because the hours are so strange and the work load is heavy. The Board agreed to increase the pay to \$20 an hour and include access to the pool for a small fee (as attorney has told us was required). Raising dues was discussed in order to fund the repairs and potential replacement of the pool years down the road. The Board decided this needs to be added to the AGM agenda to find out from homeowners what is desired. Amy will be calling pool companies to coordinate work on the pool so it can be opened on Memorial Day weekend.

Old Business: Vinyl fencing- Beezer is still working on this project and had been waiting for better weather. Pool work will take precedence. Flag pole- Beezer is waiting for better weather but all supplies have been purchased. Second dwellings- The Board learned they need to make this an AGM discussion as well so that homeowners can vote on it. Diane Jefferys spoke about her situation and provided information that conflicts with what the the office received from the county. It has been determined that the Ranch does not allow park models but that ones currently at the Ranch are listed as a single wide on the assessors website.

New Business: Spring Clean up day- It was determined that Spring Cleanup Day will be May 20th. The Board decided that a potluck BBQ will follow after. The Board will provide hot dogs and hamburgers and ask homeowners to bring a side dish to share. Amy agreed to coordinate help with homeowners who could volunteer their time to help others and homeowners who needed help cleaning up their property. This will be a day to help clean up the Ranch on individual properties and around the common areas.

The Board moved into executive session at 7:48pm

Double R Ranch HOA Board Meeting May 16, 2023

Meeting was called to order at 6:32pm

Board members present: Tim Stratton, Tom Gnewuch, Adrienne Montoure, Nick Jordan

Homeowners and others present: Sue Davenport, Darin Davenport, Sandy Stratton and Amy Ashby
Tim took a minute before getting started to address the Board and others that were present at the previous meeting. He wanted to apologize to Keeli and the others for his inappropriate comments made. He did not mean to disrespect anyone because volunteer work is hard. He realized what he said was wrong and truly wants to apologize for his actions.

Agenda: Tom made a motion to approve and Tim seconded.

Minutes: Tom made a motion to approve and Tim seconded.

Trevor has stepped down from the Board and Tim was added as a new Board member last month. The Board is back to looking into property management companies. There's no decisions yet and we are gathering 3 quotes.

Homeowner concerns: The tractor being sold was brought up. The concerns are that what if one day the Ranch is not able to afford landscaping and they have to go back to maintaining the common areas themselves. The bush hog "breaks" but its doing so to protect the equipment when the machine bottoms out. It is still worth keeping. In order to drive the tractor the person needs to be a hired employee. Our current maintenance person is not comfortable driving it. Darin said he would be on the payroll to be able to access the tractor and use it when necessary. There were concerns about the fire in the trailer off crockett Rd. How long will it stay there burnt? What is clean up going to look like? The home off Masterson seems to be a major fire hazard with the constant

burning and multiple greenhouses. Speeding! Too many cars are speeding and ATV's also getting out of hand.

Treasury: The main bank account has \$72, 778.22 and the Roads account has \$18,000. The most expensive time of the year is coming with pool season.

Admin: Amy had been working on gathering 3 quotes from the security camera companies. Security solutions has been charging every time they come out for trips they do not need to be doing. The service is terrible and the equipment is out dated. It takes a lot of time to look up incidents when homeowners report them. Spring clean up day is coming. Homeowners are slowly signing up but need more. Signs are up at the front on the bulletin board, at the office and emails were sent out for reminders.

Beezer's list to do: Weedwack the back area behind the pool, fix the swing set, vinyl fence pressure washed.

Pool: Pool deck- the crew to repair the pool deck was here during a time Amy was at the office. The amount of labor put in was crazy! They were chiseling and sanding, pressure washing and clearing the cracks. They will use a new product to fill the cracks with caulking and sand so it helps chipping as the season goes on. There will be a big decision to be made at the AGM for the future of the pool. The Board suggested starting now to look into repair quotes. Adrienne was willing to gather names and contacts for companies. Amy will follow up with them to gather quotes and input. Pool employee: We have a pool boy! His name is Chris and he will be able to cover all the shifts cleaning and maintaining the pool. It was A LOT of work to get the pool clean and its still in progress. There was talk about getting a cover for the pool in the past but cost and shape of the pool were concerns at that time. Amy will look into options for the coming winter season to see what can be done to help keep the leaves and gunk out of the pool.

Old Business: Vinyl fencing- work will be done next month. Spring clean up day- signs are up, homeowners will hopefully show up to the potluck and help clean up their yards. Second dwellings- still pending and no news from homeowners.

New Business: Tom- he would like to look into getting a light up at the front of the Ranch. It's hard to see the road to turn into the Ranch coming from Blaine Road. He also asked that homeowners start stepping up to help volunteer for projects. Homeowners should help take care of the Ranch and the place they live. It was brought to the attention of the Board that homeowners are helping out and things go unnoticed. Iris for example is a homeowner who takes care of the flower boxes at the front of the Ranch. She takes her own time to care for these and keep them looking nice.

The Board moved to executive session 8:30pm

Double R Ranch HOA Board of Directors June 20, 2023

6:36pm Meeting called to order.

Board Members present: Tom Gnewuch, Adrienne Montoure, Nick and Laurie Jordan, Tim Stratton

Homeowners and others present: Bob Jones, Joan Nadeau, Sandy Stratton, Sue and Darrin Davenport, Amy Ashby

Agenda: Tom made a motion to approve. Laurie seconded.

Minutes: Tom made a motion to approve. Nick seconded.

Homeowner concerns: The burnt trailer on a lot off Crockett Rd it looks pad and animals (wild) were inside. Homeowner was concerned about the owners of that property needing financial help. Is there anything the community could do to help them. Someone mentioned the trailer was moved this morning. Amy will investigate the situation and if there's a need. The property as you come into the Ranch has a truck and trailer sitting in an extremely overgrown field.

Treasury: Tom read bank report Regular account \$78,206.55 and Roads Funds Account: \$18,004.52 The pool is our most expensive cost, and that season has started, and costs will ramp up so funds will go down.

Administration: There was a lot to do over the past month and by a miracle the pool opened on time! Lots of moving parts working with different companies to coordinate repairs and yearly start up maintenance. Amy's hours will be changing to add more time. Homeowner's office hours will remain Tuesday and Thursday 1:30-6pm.

Maintenance and Roads: Beezer's list to do- Beezer has been injured and not able to do all the work required since he was put on light duty by his doctor. He will continue to work on blackberries in common areas and mowing the field.

Pool: There has been much discussion about the pool and its current condition. The new pool maintenance person has done a great job keeping it clean but has found some cracks in the pool itself. The plaster is cracking in corners, on the steps and in the skimmers. Amy will follow up with concrete repair companies to get quotes on work that needs done. At this point the pool is working as is but not sure how many more years it can get bairdaid fixes. This will definitely be a topic of discussion for the AGM.

Old Business: Vinyl fencing- Beezer will start work once his wrist is better. PSE light- Rosemary has a connection to someone at PSE and was looking into a light for the entrance. Security company- security solutions has had poor customer service and our equipment is outdated. Only one technician knows how to work with the system we currently have. We need a company who can help remotely with constant software updates. Of the 3 quotes provided to the Board last month, Guardian security was selected by the Board to be the new security company. Amy will follow up with them regarding quotes and getting work done. Darrin had the name of another security company to explore as well.

New Business: Property Management- of the 2 companies the Board met with neither one could meet the needs of the community while staying in the right price range. The Board is seeking someone to handle violations and complaints. This seems to create high tension between homeowners, office staff and the Board. Amy will look into finding someone to work with the Ranch to provide these services.

7:43pm Board moved to executive session.

Double R Ranch HOA Board Meeting July 18, 2023

6:30pm Adrienne called the meeting to order

Board members present: Tim Stratton, Tom Gnewuch, Adrienne Montoure

Homeowners and others present: Sandy Stratton, Keeli Brady, Karin and Don Powell, Amy Ashby

Homeowner concerns: Two different homeowners came to the office to talk about speeding. Both homeowners on different days could identify one specific vehicle but it was not just one incident and one vehicle. The biggest concern is that a child will get hurt. The corner of Masterson and Carson is a huge problem with people flying around the corner. Amy explained to the homeowners that solutions have been looked into several times but the cost is the hesitation. Speeding cameras with radar and license plate ID are extremely expensive (\$18,000 and up after a quick google search). The homeowner suggested stop signs and this idea was given to the Board. The Board agreed to have stop signs placed at the corner of Carson and Masterson both ways. No other homeowner concerns at this time.

Treasury: The bank account records were read by Tom. Road funds has \$20,804.52 and the main account has \$70,868.54. Tom stated this isn't bad for this time of year. A recent payment towards the roads assessment was transferred from the main account into the Roads which accounts for the increase in that account. The Board is beginning to discuss what to do with the Roads funds money as there is not a great need nor any roads to be added anymore.

Administration: Amy has sent out letters informing homeowners of the Association Enforcement Agent hired by the Board to handle complaints and violations. The workload this entails is too heavy for the Board to carry as volunteers. The property management companies the Board has been meeting with are too expensive for the dues/funds available at the Ranch so this agent was a good fit to help meet the needs. The letters will explain more detail. Board members were given papers with his contact info in the event a homeowner shows up on their property they can provide them with contact information and direct them to the person in charge of processing violation notices. The Board has asked that people don't come to their private residence to discuss these matters. Amy cancelled the stamps subscription that was set up previous to her employment and will visit the post office for any mailing needs. It was not worth the \$20 a month to access stamps.com. Amy reached out to the insurance agent to review policy on play equipment. The swings broke and the Board asked Amy to find a replacement but wondered about what it could be replaced with. The insurance agent explained that if we are simply replacing the swings there's no need to change anything. If a larger play structure was added it would need to be noted and the insurance agent would question more things regarding the safety of the unit and those who use it. At this time the Board asked Amy to keep chugging away at finding a comparable swing set and someone licensed and bonded to install it. Amy ran into a handy man service van while shopping in town and contacted him. He is going to come visit the Ranch to discuss the swing set and the pool project too.

Maintenance and Roads: Roads- Adrienne asked Amy to contact WRS and have them fix a crack that is on Cody Road and wondered if there were any others? Beezer's list- Blackberries, behind the pool fence cut back and fixing the women's restroom sink (broken from homeowner's young guests

being in appropriate) have all been completed. The vinyl fence needs to get done. The Board didn't think the Ranch had an auger. Amy will look into renting one and nailing down a date for Nick and Beezer to do the fence. The current vinyl fence needs washed but cannot pressure wash because of lack of access to water. Keeli said she use to do it with a 5 gallon bucket and a big broom brush. It should take 4-5 hours to wash the front side of the fence. The Board agreed that Beezer needs to come to Board meeting so he can report work and hear what's next. There was concern about not getting enough done while this weather is nice. Amy will let Beezer know. The Board agreed that if work cannot be completed on time Amy will need to post a job listing looking for a new person. Blackberries were done on the corner of Crockett and Masterson but need to be done by the homeowner. Beezer will be responsible for the blackberries if the homeowner does not and the homeowner will be charged. Amy will find out who owns 11A and make sure work is done on that property to be kept up as well.

Pool: Amy is working with various companies to come look at the pool and provide input. One company wanted \$100 for the trip to the Ranch and share experience. He agreed to come the 3rd week in July but when Amy asked for a date he has not replied. Another company is south of Seattle and because of travel requires a \$300 fee. The Board has not approved this yet. The handy man van Amy spotted while out shopping did say he would come look at the pool just needed to finish up some bids in the next couple weeks. A company in Lynden has seen photos and videos of the condition of the pool and the tech remembers the Ranch from years ago when someone else reached out to them for a bid. Amy has not heard back from them about visiting the Ranch to assess the project yet either. Amy will continue to work on this as options will need to be presented at the AGM for homeowners to vote on.

Old Business: Vinyl fencing- Amy will work with Nick and Beezer to pick a date to work on that project. PSE light- Rosemary was working with a contact at PSE to find out if it was possible to install a new pole at the entrance and the Board has not heard back. Tom will follow up with the light and see what can be done. Security company- Last Board meeting the Board approved Guardian Security's proposal from the 3 Amy collected. Amy followed up with Guardian Security and at this point the company is saying they cannot promise that they will be able to take over the cameras. The first proposal the Board approved is no longer accurate and the Rep asked Amy for the Ranch's budget. That was a hard question to answer as this is not budgeted but is a necessary expense. It will have to wait until the Board meets to discuss the budget for the upcoming year. Keeli suggested a smaller unmanned company like Ring. The Board will explore this topic later.

New Business: Water heater- When Gary's plumbing was here to unclog the showers/toilets and reopen the pool it was discovered that the water heaters for the bathrooms and showers at the pool house were outdated and not functioning correctly. They were doing the job for now but will need to be replaced as they are from the early 1990's. Tom has experience with this and suggested a couple options. Trevor also has experience and Amy will reach out to him to see if he would be interested in installing one. Keeli mentioned Lynden Sheet Metal and Barron heating as options as well. Amy will follow up with options and provide the Board information. Swing set- as mentioned before the swing set broke. Amy found wooden and metal replacements with 2-4 swings ranging from \$1,500-\$2,500 which was higher than expected. Amy was asked to keep finding options and figure out pricing for the Board to approve. It was acknowledged that the swing sets although a small project are an important part of the Ranch and kids do love them. Enforcement agent- also mentioned

previously under Administration. The Board has hired an enforcement agent to help manage complaints and violations. Homeowners will be receiving letters shortly with more information.

The Board moved into executive session at 7:50pm

Double R Ranch HOA Board Meeting August 15, 2023

Board Members present: Adrienne Montoure, Tim Stratton, Tom Gnewuch, Laurie and Nick Jordan

Homeowners and others present: Karin and Don Powell, Sandy Stratton, Brandon Levy, Jeff and Geneva Wick, Rosemary Grooms, Beezer, Caroline Applebee, and Amy Ashby

Meeting was called to order by Adriane at 6:32pm.

Homeowner concerns: Jeff and Geneva came to talk to the Board about a violation letter received. They wanted clarification regarding property lines and areas that needed attention on their property. The Board clarified and informed them they no longer needed to care for the empty property next to them as that was the responsibility of the owner. The motorhome is in working condition and the Board allowed it to stay. The Powell's were asking about the construction application to put in a metal storage container and a privacy fence. The Board asked some clarifying questions regarding size and placement and approved their application. The application is on file with the office and the Powell's can pick up an approval form during office hours. Brandon Levy was there on behalf of his mom to get clarification about unkempt properties and what that meant. Laurie offered to come by and give specifics and the Board offered help with work on the property and appreciated the communication. Rosemary, Sandy, Keeli and Caroline were all individually asked if they had any concerns. Each person said they did not have any concerns. Caroline suggested that the letters be more specific when sent to homeowners with violations. The Board said they would consider redoing the letters in check list format instead of just a list of details so homeowners will know more clearly which items need to be addressed.

Treasury: Tom read the Bank Statement reports. Our Roads account has \$20,804.52. All but one property is caught up on payments for roads assessments. This money will be discussed at a later time when the budget is reviewed. There's a need for funds elsewhere to add to the pool or other needs around the Ranch. Maintenance of the roads is worked into the budget already. Our regular account holds \$67,952.54.

Administration: Amy has been working to contact many different pool companies. We have found a company to come and look at the foundation/decking around the pool and repair the swing set just waiting on quotes for those projects. The prep work for the Annual General meeting has begun. Amy is beginning to prepare the budget for the Board to review. Packets will be mailed out in September.

Maintenance and Roads: Amy will follow up with WRS to see if they can repair any and all cracks around the Ranch. Adrienne said we don't need a quote we just need them to do the work. Beezer's list to do one panel is up on the vinyl fence. Ranch needs more speed limit signs and there is one in the barn. Adrienne mentioned we need a new stop sign on Crockett rd. Law enforcement won't enforce private roads but it is allowed to fine homeowners with 2 witnesses to a speeding incident.

No photos are necessary if there are 2 witnesses and this will be enforced! Camera/Radar equipment is \$16,000 or more and homeowners will be assessed to cover this cost. EVERYONE needs to tell their visitors to slow down! Homeowners need to follow the speed limit in the Ranch which is 20 mph. Laurie made a motion to purchase 6 new speed limit signs. Tom seconded. The Board approved the purchase of 6 new speed limit signs- white to match the others.

Pool: Amy and Adrienne met with a contractor who will be digging up part of the pool decking after pool season. He said he can tell a lot about the flow of water from the soil and can hopefully help us figure out the problem. Water bill is much higher this year from keeping the pool filled. Amy has contacted numerous companies and all are very busy this time of year being pool season. One contractor wont agree to work because he is south of Seattle and his costs would be too high for travel but he's a good resource and has offered help finding someone. The goal is to work with companies to find solutions to present at the AGM in November. Pool hours- it is getting darker sooner. A pool guest left their soiled child's pants in the pool. Our pool staff found them floating and was unable to determine if there was anything left in the pool because it was too dark. He cleaned the pool per protocol and checked in the morning to see that all was well. It is a safety risk to swim in the dark as well. The Board decided that they will keep the hours the same for the rest of the season but address this next season if needed.

Old Business: Vinyl fencing- Beezer is still working on it. PSE- Tom will be contacting PSE. He tried but the location of our office building puts us in a different neighborhood sometimes using google maps and PSE got confused. Security companies- our rep at guardian security is still checking in with Amy to see if there's been an decisions. This is still up in the air and will be discussed during the budget meeting. Water heater- Amy collected 3 bids. Gary's plumbing is extremely high ranging from \$9,000 to \$12,000. Lynden Sheet Metal is just under \$4,000 and Trevor is able to replace the unit with help from someone else to do heavy lifting at a close to cost price. The water heater is currently working so this project is something to do outside of pool season.

New Business: AGM Prep- Adrienne has started a list of things to discuss at the AGM but would like homeowner input. So far the list includes pool, 2nd dwellings on half acre lots, and speeding and finding a solution. Amy will send out an email asking for homeowner input. Sandy asked if there was a sign in the pool area that said no pets allowed. Amy will send out an email stating pets are not allowed in the pool area.

7:35pm the Board moved into executive session.

Double R Ranch Board of Directors September 15, 2023 Meeting Minutes

Board Members present: Adrienne Montoure, Tom Gnewuch, Laurie Jordan, Nick Jordan, Tim Stratton

Homeowners and others present: Karin Powell, Sue Davenport, Tiffany and Scotty Barker, Amy Ashby

Meeting called to order 6:35pm

Agenda approved by Laurie and Tim

Minutes approved by Tom and Tim

Homeowner concerns: A new to the Ranch homeowner wanted more clarification about the raise in dues that were coming in 2024. Adrienne explained that as far as she could remember there has only been an increase once in the last 18 years. In order to keep amenities running, personnel employed and repairs needed the dues must increase. Concerns of 2nd dwellings were brought up. Some homeowners don't want them but the Board made it clear that even if the resolution passes the homeowners still need to clear it with the county and water/sewer. Permits will be required for 2nd dwellings. There are a number of properties currently that have second dwellings so it will either allow it or 2nd dwellings will be a violation. This is only for half acre lots. Concerns about ditches were also brought up. Years ago the Ranch hired someone to do the work in all the ditches but some got ruined and water floods the ditches. Adrienne will reach out to the county contact she made last year. The plan is for the County to come out and do an assessment of the Ranch stormwater system but Adrienne hasn't heard back but is aware that their workload is heavy and backlogged.

Treasury: Tom read the bank account reports. The Roads account has \$20,804.52 and the main account has \$54,411.52 which Tom believes will see us thru to the end of the year.

Administration: Amy has been working with the accountant to finalize the year end report they provide. Insurance has been paid. AGM packets are being prepared and will be sent out in the next couple weeks. The Board asked Amy to send an email to all homeowners to RSVP to the AGM meeting so we can get a good head count. It will be important for homeowners to attend as there's lots to discuss. A Pool poll will be going out in the packets to get an idea from homeowners about what they'd like done with the pool. It's not an official vote just a poll.

Maintenance and Roads: Beezer's list to do. He has completed blackberry work, washed the vinyl fence and started work on placing panels and post for the vinyl fence. WRS is coming in the next couple weeks to repair the cracks in the road.

Pool: Taylor's Backyard Pools was sent photos and video of the pool and pool decking. They remembered coming years ago to look at the pool and gave a very rough estimate of \$250,000 to repair the pool. Amy will send the attorney the information Adrienne found about the pool and the legal requirement to keep the pool or not. There's some question on the documents about a time line. The legal requirement to keep the pool may have expired. Amy will provide this information to homeowners as soon as possible.

Old Business: Vinyl fence- it will be done "this week". PSE light Tom will give Amy the number needed and Amy will keep in contact with PSE. Water heater- Tom, Trevor and Nick will coordinate work to get this done before pool season next year.

New Business: none

7:10pm The Board moved into executive session.

Double R Ranch Board of Directors Meeting October 17, 2023 Minutes

Board members present: Adrienne Montoure, Tom Gnewuch, Tim Stratton, Laurie Jordan, Nick Jordan

Homeowners and others present: Karin Powell, Tiffany Barber, John Ghram, Caroline Applebee, Don Procuik, Amy Ashby

6:30pm Meeting called to order

Agenda: Laurie made motion to approve and Tom seconded.

Minutes: Laurie made motion to approve and Tom seconded.

Homeowner concerns: Tiffany Barber was concerned about second dwellings and 2nd set of dues required. Adrienne explained that it's always been that way if someone has a second dwelling where people live more than just a visit. The new resolution passed or not will change circumstances at the Ranch for some homeowners with 2 dwellings currently on half acre lots. Mrs. Procuik and Caroline Applebee both had concerns about the pool and cost to repair it. The Board members stressed the importance of coming to the AGM so there can be discussion about this. Amy was asked about how many people register their cards and how many use the pool. It's estimated that 60% of homeowners use the pool and more than that have registered their cards. More people used the pool this year than the year prior.

Treasury report: Tom read the amounts from the bank statements. The regular account had \$45,968.23 and the Roads fund held the same as last month with just over \$20,000. There has been no activity because the WRS crack repair bill has not come in yet.

Administration: Bears have been reported at the Ranch again. Amy will send out an email to homeowners just to remind them to stay alert and remind kids to also stay alert. Homeowner reporting the activity was concerned about kids walking to and from the bus stop. AGM packets have been sent out to all homeowners.

Maintenance and Roads: Pot holes are back on pool barn road and will need to be filled. Beezer said he would fill in with gravel. Tiffany (homeowner) offered to help this weekend. WRS came and filled cracks. There's a missed crack on crocket road that WRS needs to be told about. Patrick came to look at the property on Masterson and is willing to talk to the homeowner about making adjustments to their ditch so it doesn't overflow and cause problems this winter. Beezer found flashing solar lights to add to the speed limit signs. Board approved to add them. Speeding is still a concern and speed humps are a possibility in the future. Adrienne will look into rough estimate of what they would cost. ALL homeowners would be assessed for the cost.

Pool: Report from concrete cut- Amy was present when Chuck from Chucks do it all service came to cut up a section of concrete on the pool decking. He was very knowledgeable about concrete work and had recently done a large pool project in Ferndale. He believes there was the original hand pour (bag by bag) job done for the first round of work. The cement was less than 2" thick and looked to have 2x4s as expansion joints. These have since rotted away. A second layer of concrete was poured on top and was not done correctly. It needed adhesive between the 2 layers. Amy found

paperwork from 2007 that explained the work done and that the Board was given the choice to replace the whole thing or just add a layer on top. The company no longer exists. Chuck said to do this project correctly it all needs to come up. The joint between the pool and decking needs to be done differently so the natural storm water run off doesn't add to the water under the decking. The concrete needs to be thicker and rebar was NOT present currently so it will need to be added. He also explained that when pouring concrete wire must be added (like chicken wire). It was there on the first layer but it sunk to the bottom so it wasn't done correctly. Chuck will put an estimate together for us to review prior to AGM. He was hopeful we had a decent drainage system already in place and wouldn't need any landscaping/French drain work done.

Old Business: Vinyl fencing- it will be done this weekend. Nick and Beezer have been working on it. PSE Light- Tom has contacted PSE with the numbers they needed on the power pole just waiting to hear back. AGM- Amy will send out an email asking for homeowners to RSVP so we can get a head count. Wont know what kind of food/drinks to order until we have a better head count. Speed limit signs. Nick and Beezer will work together on this to figure out how many we need and placement of them.

New Business: Electrical in pumphouse. Amy presented the Lynden Sheet Metal work just to replace the box was close to \$2,000. Amy will find more bids and also get them to include replacing the electrical line under the cement that connects to the pool lights. Tiffany suggested reaching out to West Mechanical since she works there.

7:36pm- The Board moved to Executive session.