

**INNIS ARDEN BOARD MEETING MINUTES**  
**November 10, 2020**

The meeting was called to order by Vice President Dave Fosmire at 7:01PM. Board members in attendance: Maggie Taber, Cindy Esselman, Jim McCulloch, Steve Johnston, Brian Branagan, Jeff Gough, B.J. Oneal, and Jim McCulloch.

**PRESIDENT, Easton Craft –**

No report provided.

**VICE PRESIDENT/COMPLIANCE, Dave Fosmire -**

*NOTE: All Compliance hearings are held at the Innis Arden Clubhouse unless noted otherwise.*

The compliance matters scheduled for hearings last month have been postponed as the neighbors and the board are waiting for movement from the city of Shoreline related to permitting.

**BUILDING AND REMODEL, Cindy Esselman –**  
November Building and Remodels Report

Harris

18005 10<sup>th</sup> Ave NW

Rebuild

Project was resubmitted from the October meeting with the exclusion of the structure over the patio that obstructed neighboring views.

The following motion passed unanimously.

Approve the Harris rebuild at 18005 10<sup>th</sup> Ave NW

Morales

18737 Ridgefield RD NW

Approval Extension

The remodel was approved at the October 2019 Board meeting. The Morales are requesting an extension to their approval since they have not received the permit to begin construction. The City is experiencing a slow-down in issuing permits, due to COVID.

The following motion passed unanimously.

Approve an extension for the commencement of construction for the Morales project at 18737 Ridgefield RD NW to March 31, 2021.

Unfinished Business:

Joseph

18008 13<sup>th</sup> Ave NW

Remodel

A continuation of the discussion of the Joseph rebuild project.

There were numerous unresolved issues at the October meeting therefore a Board committee met with the Josephs and their architect to address those concerns.

The result is the following: NW house and roof corner and other elements were brought back to the point of the existing to eliminate view obstruction. On the south elevation added windows were made smaller, lighting eliminated, and vegetation required to remain. It was also clarified that the dining room and

kitchen windows were to be in the same location and size as the existing bedrooms, with the exception that the most western window was to extend 2' west.

The following motion was passed unanimously with one abstention.

Approve the Joseph remodel plans dated November 2020 with the exception of un-designed landscape structures including concrete walls, and that solar panel placement be reviewed and approved by the Board at a later date when the roof structure is more established and impact can be more successfully assessed.

December Agenda:

Bradley 17025 15<sup>th</sup> Ave NW  
Rebuild

Puetz-Heng 17259 13<sup>th</sup> Ave NW  
Rebuild

**TREASURER, Jeff Gough -**

At the close of October our Operating Checking was \$7,275, Collections Savings was \$92,160, and the Asset Reserve Savings was \$441,124.

A large transfer from Collections Savings to our Asset Reserve Savings was executed, making our Asset Reserve fully funded. We have a third party evaluate our assets each year (clubhouse, parking lot, playground, entrance signs, benches, etc) and determine their different values, states of depreciation, and replacement costs. They then provide us with an Asset Reserve Study that recommends the level of funds that should be set aside as reserves and how much we should contribute to it each year to keep up with our depreciating assets. Most organizations are not 100% fully funded with their reserves (we were at 67%), but given our cash surplus this year we were able to reach 100% - providing us with a very reserve and cash foundation.

Conversations about merging with the Swim Club continue. Currently both the Swim Club and HOA are researching what organizational and legal changes would need to occur to accommodate a potential consolidation.

A draft of the 2021 budget has been posted in the Finance section of [innisarden.org](http://innisarden.org). I've received feedback from multiple Board members and community members and will distribute a revised 2021 proposed Budget before December 1st. The proposal maintains annual dues at their current rate of \$735.

**SECRETARY, BJ Oneal –**

Because of COVID-19, the 2021 annual meeting scheduled for Wednesday 01/20/21 will be held via Zoom. A meeting notice will be sent to all community members beforehand. We have contracted a web specialist who has helped us develop an online voting module and directions for how to vote online will be forthcoming. PLEASE make sure to vote so that we get a quorum and are able to carry on with HOA business. In prior years we have had difficulty getting a quorum (we've even had to postpone meetings before) so it is imperative that every resident votes!

We have two board positions up for re-election. A HUGE thank you to Jim McCulloch and Brian Branagan for serving on the board and doing such an amazing job over these past several years!! Fortunately, we already have several interested community members joining the board so we look forward to welcoming new faces here soon!

**CLUBHOUSE, Brian Branagan –**

## Clubhouse Report for November 2020

There are no scheduled Clubhouse rentals through the rest of 2020 because King County is in Phase 2, which limits gatherings to no more than five people outside your household per week. Phase 3 limits gatherings to no more than ten people outside your household per week. We will take rental applications after King County enters Phase 4 which allows gatherings for events with 50 or more attendees.

If you have questions about renting the clubhouse for events once King County enters Phase 4, please contact Cheryl Malone at 206-542-5558 or [reservations@innisarden.org](mailto:reservations@innisarden.org).

### **GROUNDS, Jim McCulloch -**

2020 Objectives for the Grounds Committee:

- Maintain and improve the existing lawn and planting beds around the Clubhouse
- Maintain the Innis Arden Main Entrance and other Innis Arden Entrances.
- Improve lawn areas by removing moss and re-seeding.
- Investigate Capital Repairs/Replacement for Parking Lot Railing and NW Retaining Wall

Work Items Completed Last Month:

- Main Entrance:
  - Weekly maintenance.
  - Winterized irrigation system
- Grounds:
  - Weekly maintenance.
  - Added chips to east side
  - Added chips to triangle area.
  - Winterized irrigation system
  - Replaced/relocated spray heads around sports court

Work Items Scheduled this Month:

- Continue weekly maintenance of Grounds and Entrances.
- Prune grasses at entrance.

ROW Trees

- 18008 13<sup>th</sup> Ave NW (Joseph property). City has accepted payment for permit; waiting for issuance.

Other Items

- Although City of Shoreline playgrounds remain closed until the County is in Phase 3, King Co. is allowing playgrounds to be open. Consequently, IA will open our playgrounds per King Co. guidelines. Users will be expected to maintain social distancing and proper sanitization.

### **NATURAL RESERVES, Steve Johnston –**

#### Trail Maintenance and Invasive Control

Brush trimming, invasive control and trail re-graveling occurred in multiple areas as needed.

#### Fall Planting

We have acquired and will be planting 100 Execelsa Cedar and 50 Cascara over the next two weeks, mostly in Blue Heron.

### Boeing Creek Reserve

A large Alder fell across the trail in mid-Boeing Creek Reserve, and was removed today.

We now think we have solution to the sticky gate pedestrian gate and will be taking care of that shortly.

### **ACTIVITIES, Maggie Taber –**

#### **Save the Dates:**

Holiday Decorating Party - cancelled

Annual Holiday Party - cancelled

Virtual Holiday Festivities - **See Below!!!**

2021 Rummage Sale - TBD

### **Halloween**

We were very happy with the two Halloween events and plan on continuing them in the future.

Toddler Halloween Costume Parade around Club House track:

Blow up toys marked the start point where neighborhood toddlers then paraded around the clubhouse track showing off their costumes, visiting the 4 trick-or-treat stations with candy chutes and stickers. A special guest, Anna from Frozen, was handing out candy. About 40 children showed up.

Community Trick-or-Treating in the neighborhood:

Around 60 neighbors signed up to have their house listed on the Innis Arden trick-or-treat map. They reported that they were getting 40-50 trick-or-treaters.

There were many clever ideas on Covid friendly ways to hand out candy.

### **Holiday Events**

In place of our traditional Holiday Party, we have come up with 2 fun ideas.

1. Home decorating contest - We plan on having a decorating contest with two categories of "Traditional" and "Fun". We will come up with a way for neighbors to vote and have prizes for the winners.
2. Innis Arden Holiday Caravan - On Saturday, December 12th between approximately 4:30-6:30 pm we will have a caravan of 1 to 3 vehicles driving slowly through Innis Arden. The lead vehicle will be Santa and we are working on the other holiday themed vehicles. We will play loud holiday music, wave and throw out holiday taffy. The entire neighborhood will be covered and we will come up with an approximate time frame of when we will be by areas of Innis Arden. All participants will be masked and wear gloves. This seems like an even better idea since the Christmas Ships have been cancelled this year.

There have been inquiries about the 2021 Rummage Sale. Under current guidelines, the event isn't possible. In addition, we do not have the pool building available to store items, so there will be no collections for now. If things open up, Maggie Taber has agreed to be Rummage Chair.

Next Activities meeting: Monday, December 7, 2020, 7 pm via Zoom. Please join us!

### **Shoreline Council of Neighborhoods:**

Please see <http://www.shorelinewa.gov/our-city/neighborhoods/council-of-neighborhoods/con-minutes> for the meeting minutes from the Shoreline Council of Neighborhoods.

Community Comments:

- A community member asked to get the agenda before board meetings sent out electronically.
- A community member mentioned that anyone interested in running for the board needs to submit interest by the next board meeting.
- A community member inquired about how many community members are on the email list and to see if we can update that list.
- A community member asked if the terms of board members can be updated and also said that she would send an email with other areas that the website is not current to the board.

Meeting adjourned at 8:38 PM.