

INNIS ARDEN BOARD MEETING MINUTES
July 11, 2023

The meeting was called to order at 7:10 PM by Omar Nur. Board members in attendance: Brian Branagan, Alecia Craft, Sean Chittenden, Mary Ruhlman, Steve Johnson, and Jennifer Mace
Not Present: Cynthia Esselman and Jason Barth

PRESIDENT/Legal Affairs, Omar Nur –

Omar made a motion to approve the June Meeting Minutes; Jennifer seconded the approval and the minutes passed unanimously.

Meeting with City Manager Bristol Ellington was held on June 23, 2023 at the Innis Arden Club house. Board members Brian Branagan, Sean Chittenden, Jennifer Mace and Omar Nur met with Mr. Ellington. Also present was IAC club counsel Josh Whitted, who helped share some IAC history and add background to the various issues we discussed, including: veggitation management, permitting, surface water flows, and Right of Way Trees. The City Manager was receptive to our concerns and agreed to meet with us again to continue our discussion. We finished our meeting by doing a brief down and back walk through the Heron Reserve

Insurance Update: On June 22, 2023, our Insurer was able to add coverage to our policy for Non-Owned Auto liability coverage and Swimming & Wading Pool liability exposure. We still do not have coverage for events that serve alcohol and will need to have separate event insurance with alcohol coverage for those events. We continue to search for a better coverage at a better price and will provide updates in the months to come.

VICE PRESIDENT, Cynthia Esselman –

The Joseph property remodel, 18008 13th Ave NW, was approved by the Board on November 10, 2020. Board approvals are only valid for one year. If construction has not begun in that time frame, the project needs to be resubmitted. The Board granted an extension until June 30, 2023. The Board will be sending a letter to the property owner at the end of the month, informing them that the approval is now invalid and that they will have to resubmit if they are planning on continuing with the project.

COMPLIANCE, Sean Chittenden –

Sean made a motion to approve a Compliance hearing on Aug 21st @ 6pm for Helle Property; Jennifer seconded the approval and the motion was approved unanimously.

- Multiple HOA compliance inquiries from prospective home buyers, all given a clean bill of health.
- Compliance inquiry from 18361 8th Ave NW about 18372 Ridgefield Rd NW and 18384 Ridgefield Rd NW.
- Met with the new Shoreline City Manager and was put in touch with multiple people within the city to advance various Right Of Way issues.
- 12.30.040(B). Nonexempt Pruning and Removal of Public Trees. A right-of-way use permit shall be required and issued by the director for the nonexempt pruning or removal of public trees in rights-of-way adjacent to an applicant's property subject to the following:
 - TLDR: it has to be signed by the adjacent property owner
- Appendix G of the city's Engineering Development Manual lists candidate trees that we can use as part of plans and permits. Work is ongoing in this regard.
<https://www.shorelinewa.gov/home/showpublisheddocument/58268/638228509911600000>

- 18029 13th Ave NW: scheduled follow-up hearing for August 21st, but may cancel pending potential resolution.
- 17726 15th Ave NW: B&R objection re: view obstruction. Deferred to August due to board member availability.
- 915NW Richmond Beach Rd: Tree trimming has occurred and they are awaiting a permit review to complete the removal of their trees.
- Preliminary investigation into vegetation obstructions on either 18372 Ridgefield Rd NW or 18384 Ridgefield Rd NW
- Due to time constraints, a report on outstanding HOA compliance issues was deferred to August.

IT Report:

- A plan to modernize Innis Arden's IT infrastructure, website, and HOA management is starting to be developed. Listening to stakeholders, such as the activities committee, about their desires in advance of an RFC to update our online infrastructure to support the use of HOA management services.

- PSA: There are numerous phishing/SPAM messages that appear to be coming from other board members, which should be vetted and disregarded. This is an IT security issue but always check the sender. Two examples of fake messages include:

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Omar Nur <s21170@virginmedia.com>
Tue, Jun 27, 12:05 PM (20 hours ago)
to compliance@innisarden.org
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Hi Sean,

I know you are busy, **but** I wondered **if** you could lend a hand.
 I need your help **with** paying a vendor, Jennifer **is** unable **to get it** done.
 I appreciate any help **that** you can offer, **and** I will ensure **that** you are
 reimbursed **without delay**.

Sincerely,
 Omar Nur

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From: Omar Nur <board.presidentt495@gmail.com>
Date: Tue, 18 Jul 2023 17:19:00 -0400
RC-Authentication-Results: i=2; mx.google.com;
    dkim=pass header.i=@gmail.com header.s=20221208 header.b=YPue6dmJ;
    arc=pass (i=1);
    spf=softfail (google.com: domain of transitioning
board.presidentt495@gmail.com does not designate 64.90.62.164 as permitted
sender)
Subject: Quick Reply!
To: compliance@innisarden.org
Content-Type: text/plain; charset="UTF-8"
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Sean

Would you like to talk now?

Best via email

BUILDING AND REMODEL, Jason Barth –

Nur

18424 16th Ave NW

Shorline, WA 98177

Deck Remodel:

- Pushing to August meeting as I'm not able to attend July Meeting

Puetz/Heng

18309 17th PL NW

Shoreline, WA 98177

Roof Approval:

- Pushed to August as I'm not attending July meeting
- Received email from Sara and Tryg Mclnery. I will contact shortly; Cindy & I will visit before August meeting.

Sams

17726 15th Ave NW,

Shoreline, WA 98177

Remodel:

- Pushed to August
- Also need to meet with some neighbors about the project.

Hagemeier

17777 14th Ave NW

Shoreline, WA 98177

Remodel:

- I would push this one as well, however the property owner has done all the correct things during this process, and I feel like it would be unfair to push this one.
- The plans, signoff sheets, & application have been provided and presented at the meeting.
- Plans meet the IA covenants and standards.
- All neighbors have check-marked "approved" for this project. Mr. Hagemeier worked with his neighbors and coordinated the appropriate roof height and angles so as to not disturb views.
- I spoke with the neighbor directly across the street (17780 14th ave nw), she would be directly impacted by any view encroachment. She stated she worked with Mr. Hagemeir and was fine with his current design and story poles. As a side note, she is not happy with her neighbor to her south, that is a compliance issue for another day.

- **Motion to approve the Hagemeier Project was made by Omar Nur, it was seconded and passed unanimously.**

TREASURER, Jennifer Mace –

At the close of June 2023, our Operating Checking was \$358,362, Collections Savings was \$2,224, and the Asset Reserves Savings was \$396,546.

CLUBHOUSE/GROUNDS, Mary Ruhlman –

Clubhouse rentals for June: Six

Clubhouse rentals for July: Five (One for Activities Event)

If you have questions about renting the clubhouse, please contact Joy Griffith at communications@innisarden.org.

NATURAL RESERVES, Steve Johnston –

Things were quiet and dry in the Reserves. Lots of folks are enjoying the trails and the beach.

Routine trail maintenance and invasive plant control occurred on schedule.

The lock cylinder was replaced at Boeing Creek as some keys were not working, and we now have keys for new residents. Also, the vehicle gate was vandalized. I replaced the padlock, which had been cut.

As per resident Peter Rabinovitch: "Steve, looks like an unexpected visitor last night [to the Bottom of Blue Heron Reserve]. Came upon a newly shredded log at 8am, which seemed suspicious, followed by the dog being very interested in a freshly dug hole just off the trail (about 16” diameter) with nearby scat on the trail. Pretty sure that can only be a small bear..."

IA ACTIVITIES, Brian Branagan-

Save these dates for upcoming events

Event	Date	Contact
Salmon BBQ:	Wednesday, July 19 th	Randi Fattizzi and Lella Norberg
Garden Tour (Wurmbrand)	Saturday, July 29 th	Diane O’Neill and Dana Niblack
Family Night Out	Saturday, August 19 th	Jamie Holter
Garden Tour (Abrahamson)	Saturday, July 29 th	Diane O’Neill and Dana Niblack
Wine Tasting	Friday, September 15 th	Cori Whitaker and Jennifer Buma
Oktoberfest	Saturday, September 22 nd	Holger and Costa Herbert
Halloween Parade	October 28 th or 29 th	Randi Fattizzi
Holiday Party	Sunday, December 3 rd	Frieda Magin and Sarah Kennedy

Innis Arden Garden Club

- Innis Arden Garden Club members met on Saturday, July 8, to enjoy a docent-led tour of the Kruckeberg Botanic Garden (KBG), Shoreline's only botanic garden nestled in the Richmond Beach neighborhood.
- The next scheduled event is a tour of Amely Wurmbrand's garden on July 29th at 2pm. Details in next Garden Club newsletter, to sign up contact diane.oneill@comcast.net or dana.m.niblack@gmail.com
- Club membership annual fee of \$20 will be collected at the July meeting.

Interest in starting an Innis Arden Cycling Club

There is community interest in starting an Innis Arden Cycling Club that would meet regularly for informal rides in the neighborhood. If you are interested in participating, please send an email to Magruder.Jim@gmail.com

IAAC Future sub-committee

- The sub-committee recommends completing the merger with the Innis Arden HOA by October 2023 so that the changes will be in place for planning the 2024 HOA Budget.
 - Operating procedures for IAAC Finances will need to be drafted, reviewed, and approved by the September Activities Committee meeting.
 - IAAC will manage its own checking account. Randi will meet with the HOA Treasurer to discuss the details of the transition.
- Other details of the merger will need to be discussed with the HOA Board in an Executive Session. Topics include:
 - Streamlining communications to the community by creating a separate opt-in mailing list for those who want to receive additional Activities Committee announcements.
 - Updating the website with a separate Activities Committee Page and Event Calendar
 - Insurance coverage for events that are not held at the clubhouse.

Next Activities Meeting

Our next meeting is on Monday, August 7th, 2023, 7pm, at the Innis Arden Clubhouse.

The next HOA Board Meeting will be August 8th, 7pm via zoom.

Omar made a motion to approve an Executive Session before the August meeting to discuss the following 1) Merger of Activities Committee, 2) Accessible Use Policy 3) Compliance matters and 4) Technology. Jennifer seconded the motion, and the motion was approved unanimously.

Meeting was adjourned at 8:20pm.

If you are new or have changed your phone number and/or email address, please email updates to communications@innisarden.org and be sure to include your address!