

Minutes
Meeting of the
Blue Ribbon Farms Homeowners' Association
Board of Directors
July 27, 2023

1. The meeting was called to order by Chairman Long at 10am. Board members present were Mr. Long, Mr. Zacharias, Mr. Woodcock, Ms. Lynaugh, Mr. Allsing, Mr. Baritelle and Ms. Nichols. Also present were John Cuny, chair of the Airport/Pilots Committee, Jeff Hecox, Corby Sommerville and Cindy Allsing, of the Insurance Committee.
2. Public Comment
There was no public comment.
3. Secretary's Report
It was moved by Ms. Lynaugh, seconded by Mr. Woodcock and unanimously carried to approve the minutes of May 16 and 28, 2023.
4. Treasurer's Report:
 - a. Ms. Lynaugh reported there remain seven properties with outstanding dues and assessments, one property is three-years and two properties that are two-years delinquent. There was discussion regarding certain delinquent properties and the specifics regarding their delinquencies. The group held a lengthy discussion about the pros and cons of filing liens and/or going to small claims court.
It was moved by Ms. Merkuloff, seconded by Mr. Long to file property liens on any property that is delinquent over two years. Before filing the lien, a letter notifying the property owner of the Board's intent should be mailed. Under discussion, Mr. Zacharias asked if there was a trend toward delinquencies developing; there was no clear evidence that this was so. Further discussion occurred about the costs of the Board causing property to be mowed and whether these should be part of liens. Mr. Baritelle will research how other HOAs handle this. Mr. Sommerville warned that if the Board proceeds to small claims, the matter could result in an expense of time and money for mandatory mediation and appeals to higher courts. Mr. Baritelle said that, based on his experience, there is no such requirement for claims under \$5,000. Calling for the question, the Board voted unanimously to place liens on properties delinquent for two years, notifying the owners in advance of placing the lien.
 - b. Ms. Lynaugh notified the Board that current balance of the BRF account was \$66,833.

5. Mowing of lots

- a. Mr. Zacharias inquired whether the County Fire Marshall ever comes out and posts notices requiring property owners to mow? The sense was that the Fire Marshall defers to the HOA. There was some general discussion about identifying the properties which still require mowing and phoning the owners. It was pointed out that the HOA now has a violation procedure which calls for the Board to send out formal letters informing the property owner of the violation. After the letter, the owners have 10 days to appeal. If there is no response after 10 days, the Board felt that 30 days later, the Board should cause the lots to be mowed. Mr. Long will work on getting the lot numbers and make phone calls to lot owners.
- b. Further, the Board asked that a notice be posted to the website reminding property owners of the requirement to mow their lots. This is especially important since the county is under a burn ban with high fire danger. An eblast should go out right after August 1st. It was the consensus of the Board was that a violation letter should be sent after the eblast, once the lots are identified and Mr. Long has made the phone calls.

6. Insurance Committee

- a. Ms. Allsing briefly reviewed general liability issues that could impact the HOA. Discussion occurred about various possible scenarios which could impact the HOA. She mentioned the HOA offering airplane rides at the picnic as a potential scenario which could expose the HOA to liability. Ms. Allsing pointed out that a major part of the general liability policies is providing defense and paying defense costs. She is in the process of getting quotes for general liability. While the HOA currently pays \$2500 for \$5million runway coverage, last year she received a quote for \$1million general liability coverage for \$3200, which seemed high to her, hence, working on getting more quotes. Mr. Sommerville told the Board he'd been advised by an attorney in the past that the cliff is a natural hazard and a property owner cannot be held liable. He advised that the Board obtain a current opinion on the matter.

7. Airport committee

- a. Mr. Cuny, chair of the Airport/Pilots Committee, reported that the work on the windsocks has been successfully completed. The fertilizer has been purchased and applied.
- b. The signs have been installed. They warn of bluff danger and a 10 MPH speed limit on taxiways, which is in line with surrounding airport areas. There was a complaint about the placement of one sign on Greywolf Air Court and it will need to be worked out.

- c. Mowing is not happening consistently. Mr. Cuny reminded the Board that airplane manuals state that on a grass runway the height of the grass is an important safety measure. There was also discussion about coordinated mowing as opposed to the way it happens now, with each pilot mowing when it is convenient. There was more discussion, and it was suggested a reminder be placed on the website. Once wording is established, the secretary will request this to be posted.
- d. Mr. Cuny responded to a question which was posed to him by Ms. Nichols regarding membership of the Airport/ Pilots Committee. Our insurance agent has requested this for our directors' and officers' coverage. While he is the chair, and Mr. Baritelle is the Board's liaison, the membership is fluid. Pilots are encouraged to attend, non-pilots are welcome. There was further discussion as to whether there are risks or liability related to being on this committee. It was decided that Mr. Woodcock and Ms. Lynaugh will prepare and send a letter to the pilots asking whether they would like to be listed as official airport/pilot committee members, explaining that we would like a roster for insurance purposes. A follow up phone call may be required. Mr. Hecox and Mr. Jim Nichols may be added to the roster, as they attend regularly and mow the airstrip..

8. Airstrip. Ingress/egress

- a. This is the issue of the inability of aircraft to taxi to the runway using Tyler View and a short section of Lands End.. While to some extent it also impacts people on Greywolf and perhaps other roads, the issue of Tyler View access is of import because it appears a land sale may have fallen through because the pilot learned he may be unable to reach the runway due to obstructions within the 60' General Easement.
- b. It was suggested that the Board budget for a center line survey of Tyler View and the easternmost portion of Lands End to assist in determining the taxiway easement location. While the general easement is 60', a center line survey would assist in determining the actual location of the pavement within the easement and the edges of the easement and obstructions within the easement. At this point, it appears there are four or five permanent objects and all the existing mailboxes within the 60' easement. Mr. Long pointed out that on the original Blue Ribbon Farms Subdivision maps a 60' general easement was granted and was clearly shown. However even though not all short plat maps show the easement, it still exists whether it is shown or not on the short plats. It was felt that the County should be responsible for verifying the accuracy of the short plats. It was suggested we contact the county for future short plats and the requirement to show all easements properly, considering the Kattan lots that could be re-subdivided and developed in the future. Mr. Zacharias suggested the Board get a cost and bring

those numbers to the next meeting with the intention of budgeting it in the 2024 budget. He pointed out there could well be adamant objections to moving any of the obstructions and would the Board consider any kind of assistance to those property owners, or would it be totally up to the property owner? Ms. Lynaugh said the whole point of the centerline survey would be to accurately locate the easement and obstructions within the easement so that owners have proof of any obstruction removal request we make.

Mr. Cuny felt that the inability of properties to access the runway results in loss of sales, loss of pilots and reduction of overall property values.

Mr. Zacharias reminded the Board the HOA should work with the realtors by giving them information on where to do focused advertising to a pilots' community, such as Barnstormers publication and the like.

Mr. Sommerville felt there may be a liability to the HOA if the HOA got directly involved in the negotiations for sale of property. He was assured the Board has not made, nor will make any effort to be involved.

Finally, it was suggested that we contact the realtor involved in the Kattan property and discuss the requirement for mowing. If possible, perhaps we could find out why the sale of the one lot fell through.

9. Curve committee report - Mr. Baritelle

- a. The County has still not hired an engineer to replace the person who retired, so there is nothing to report.

10. Update on letter to Mr. Richardson

- a. Mr. Long reported the violation letter to Mr. Richardson has been sent and tomorrow, July 28th is the date by which he must respond. The question before the Board is whether we file a complaint with the County and ask them to take the lead.

It was moved by Ms. Lynaugh, seconded by Mr. Long to file an official complaint with Clallam County regarding the Richardson property, and to send a letter to Mr. Richardson making him aware of the Board's action. The motion was carried unanimously.

11. HOA Newsletter

- a. Mr. Zacharias volunteered to do a draft of a newsletter . Items for inclusion may be:
 - i. Lot mowing information, i.e. runway height and tall vegetation
 - ii. Prohibition of flying drones and why. Maybe add kites.
 - iii. Call for volunteers to serve on a committee up update the CCRs
 - iv. There were a number of other suggestions distributed in earlier emails to which Mr. Zacharias could refer.

- v. HOA picnic will be held on September 16th. It will be a potluck, with Board members BBQing hotdogs and hamburgers. It will be held at the end of Mr. Long's lot starting at 1pm. For two hours before that, he suggested we encourage HOA members to put out their hobby projects so people could walk around the neighborhood, meet neighbors and look at hobbies. Mr. Baritelle said if members would like to display cars or planes, these could be parked on his acreage adjoining the runway.

Mr. Sommerville reminded the Board that Ms. Allsing mentioned the HOA offering plane rides was a potential liability. He stated the Board advertising airplane rides at the HOA picnic could be a liability. Members of the Board stated the HOA would not offer rides, nor would the advertising about the picnic mention rides. However if individuals wanted to offer rides, the Board could not control that.. Sommerville stated, "Anyone can sue anyone for anything."

12. Executive Session

- i. Litigation: Blue Ribbon Farms Association vs. Michael Mason, et al

13. Action out of Executive Session

- a. There was no action out of Executive Session

14. Adjournment

- a. The meeting was adjourned at 11:56am with no future meeting date.

Natasha Nichols, Secretary

7/25/23