Meeting Minutes

Windjammer HOA

Date:	August 20, 2026
Time:	6:30 p.m.
Meeting called to order by:	Andrew Simons

In attendance

President: Andrew Simons; ***Vice President:*** Mark Pavlica; ***Treasurer*****:** Kristina Root; **Waste Coordinator:** Jonas Hedlind; ***Landscaping:*** Marsha Madsen & John Kwiatkowski; ***Covenant Coordinator:*** Kristi Walsh; **Approving Authority:** Gina Simler for Amanda Beihl; **Community**; ***Admin. Support:*** Shauna Messamer

Approval of minutes

The minutes were reviewed from the July meeting and were approved.

Reports

President
The President reported that a scam email requesting money had been received and noted that no board members responded to it. He also discussed the upcoming block party scheduled for September 5th. A reminder email will be sent to residents, and the remaining event details will be finalized at a scheduled planning time.

Vice President
The Vice President reported that preparations are underway for the block party, which will be held in the same location as last year. The budget is flexible; however, the goal is to keep expenses under $500. Josh will be asked how many people attended last year. The Vice President also shared information from his experience with the Briargate General Improvement District, noting that all homeowners would likely need to agree to surrender the property to the city before the district could assume responsibility. He stated that the process would take at least two years and would involve significant costs, including surveying and ongoing maintenance. The board discussed that water costs make maintenance expensive and considered outlining areas with rock and adding mulch to reduce water usage. The Vice President informed Board members to begin gathering updates for the newsletter that is scheduled to go out in October.

Treasurer
The Treasurer asked whether everyone had received the treasurer's report, and the board confirmed that they had. The insurance company paid approximately $2,000 for damages to the backflow. The Treasurer is working on the budget for the annual meeting. Board members should communicate before September 1 whether they intend to remain on the board next year or plan to leave. Tall Timbers has been paid. Marsha will speak with Dave about submitting invoices monthly rather than weekly.

Landscaping
The Landscaping team reported that Metro was contacted regarding the bus stop, and Metro indicated that a trash can may be installed after its review process is completed. Brightview currently holds the contract to empty trash cans. The team also discussed an issue with the water meter on the Union system. The meter will be read again, and because the reading module was replaced, the landscaping team hopes to receive a more accurate reading and a possible billing adjustment. The board noted that a water adjustment can only be requested once every 36 months. David was asked to map the irrigation system. He prepared an aerial view and identified system locations, confirming that the irrigation system is complex. The team reported ongoing issues with broken sprinkler heads, with seven or eight currently damaged, and expressed concern that the landscaping vendor may be contributing to the problem. The vendor contact will be contacted after returning from paternity leave. The board discussed whether sprinkler use should continue or be reduced, particularly in areas planned for landscape changes. One area has already been turned off because it is planned for conversion to rock, and the board may reduce watering to two days per week in September. The board will continue considering future landscaping goals. At the corner of Union and Commodore, the juniper will be removed within the next two weeks. The area will remain bare until additional sprinkler heads are installed, with planting planned for next spring. Marsha is continuing work on the master plan, which should be ready for board review soon. The board also discussed Mainsail Court to the property line, where two valves continue to stick and may need to be replaced. The junipers should be removed, and the lilacs should be trimmed to determine whether they will bloom again. Because road salt is damaging the trees, the board does not recommend replacing them. Marsha suggested that the section from Brigantine down should continue to be watered and may only need additional seed. The area from Mainsail up is unlikely to recover as grass, and the board discussed replacing it with rock and boulders and turning off water to that section. A PowerPoint presentation may be useful for the annual meeting.

Covenant Coordinator
The Covenant Coordinator reported that 13 postcards were sent in the most recent round, and 14 notices of violation will be sent soon. Gina stated that a notice regarding tree trimming and a grill in the front yard had been sent to the wrong address. Fine hearings will be the next step. The board also discussed obstructed corners, noting that some junipers are too large and are blocking street visibility.

Approving Authority
The Approving Authority reported receiving a landscaping approval request for work planned for next year. The homeowners have been informed that they must continue maintaining the property until the project begins. All but one request has been approved, and the remaining request is pending additional information from the homeowners. Several paint requests have also been approved. Overall, the summer has been relatively slow, and the covenant enforcer has been informed of all requests.

Waste Coordinator
The Waste Coordinator reported that there were no new waste-related updates. He will assist with sending email reminders. He will also check on the free recycling program that the city is reportedly sponsoring and determine whether the cost of the community's trash service may decrease as a result.

- Next meeting

The next meeting will be held on September 17 at 6:30 p.m. in Room F1 at the East Library.

A motion to adjourn was made at 7:35 p.m., and the motion passed unanimously.