BY-LAWS OF LOST LAKE PROPERTY OWNERS ASSOCIATION

A Washington Non-profit Organization

1. ARTICLE I - DEFINITIONS
	1. The following terms when used herein shall have the following meaning unless a different meaning is plainly required by the context.
		1. "ASSOCIATION" shall mean LOST LAKE PROPERTY OWNERS ASSOCIATION, its successors, and assigners.
		2. "COMMON PROPERTIES" shall mean land and/or facilities which the Association owns and/or maintains. The Association’s common property is set forth in Appendix A.
		3. "PROPERTIES" shall mean all the property described in the Lost Lake Development Articles of Incorporation recorded with Secretary of the State of Washington.
2. ARTICLE II -LOCATION
	1. The principal office of the Association shall be located at 1469 Lake Drive, Camano Island, Island County, Washington 98282.
3. Article III - MEMBERSHIP
	1. RIGHTS OF ENJOYMENT. Club membership and privileges of the use of club facilities belong to the owner of record of each lot in Lost Lake Grove and his/her immediate family. Immediate family is considered spouse (domestic partner) and children. Guests are permitted only when personally accompanied by the member host.
	2. When the owner of record rents or leases his/her property, a Renter Associate Membership shall be acquired at current regular membership fees. The Renter Associate Membership will entitle the renter/lessee occupying a residence in Lost Lake Grove to the RIGHTS OF ENJOYMENT of all COMMON PROPERTIES, subject to all rules and regulations governing the use of the common properties and facilities provided by the Association. Renters’ information must be recorded in the LLPOA office within thirty (30) days of change of renter information. The Renter Association Member dues will be retroactive to the beginning of the first month of renter occupation of property.
	3. During any period in which a member shall be delinquent in payment of dues or any other assessment levied by the Association, the voting rights of the member will be suspended by the Board of Trustees, and the member shall be excluded from the use or enjoyment of any of the facilities or benefits of the Association until the dues, fees and assessments are current. Revocation of the member's right to vote or to use the Association's facilities shall occur only upon written notice and an opportunity for hearing at a meeting of the Board of Trustees.
	4. VOTING RIGHTS. Each owner shall be a member of the Lost Lake Property Owner Association. Each member shall have a single vote for each lot and shall be assessed dues separately for each respective lot owned in the Lost Lake Grove Development. A husband and wife holding a lot as community property or two or more other persons shall be entitled collectively to one membership and one vote per lot. Unless the Board of Trustees decides otherwise, no certificates of membership need to be issued.
	5. No member of the Association shall have any legal right, title or interest in the property or assets of the Association, and no member shall be entitled to any part thereof in the event of the termination of his membership in the Association.
	6. No member may withdraw from the Association except upon transfer of the lot or lots to which his/her membership is associated. No compensation shall be paid by the Association. Transfer of membership ceases all benefits from the association, including but not limited to property, facilities, or benefits.
	7. The Board of Trustees shall have the authority to establish and from time to time modify or change, without prior approval of the members of the Association, a procedure for documentation of any transfer of ownership of any lot or lots and to assess a reasonable transfer fee for the administrative costs of maintaining proper records of all transfers of ownership. Until such time as the transfer documents are properly recorded and transfer fee is paid in full, all notices by the Association shall be to the address provided in the records of the Association, and all transfer fees shall be fully assessable against the lot or lots transferred.
4. Article IV -MEETINGS OF MEMBERS
	1. ANNUAL MEETING. The annual meeting of the members shall be held on Camano Island, Washington, or at such other place as the Board of Trustees specifies, and at such date and time in the month of April of each year as may be prescribed by the Board of Trustees.
	2. SPECIAL MEETING. Special meetings of the members shall be called at any time by the Board of Trustees or upon written request of at least twenty percent (20%) of the membership. Such notice shall be distributed not less than 14 days nor more than 60 days in advance of the meeting.
	3. NOTICE. Notice and the appropriate agenda of all Meetings of Members, shall be mailed by or at the direction of the secretary, to each member, postage prepaid, at the address as it appears in the records of the Association or supplied by such member to the Association for the purpose of notice. Such notice shall be so mailed not less than fourteen (14) days nor more than sixty (60) days.

4.3.1 A member may deliver to the secretary or office a written record consenting to receiving notices electronically.

* 1. QUORUM. Except as hereinbefore and as hereinafter provided, the presence at any meeting in person or by proxy of members entitled to cast twenty percent (20%) of the votes in membership shall constitute a quorum for any action. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereon shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as set forth above, shall be present or be represented. The vote of a majority of the votes entitled to be cast by the members present or represented by proxy at a meeting at which a quorum is present shall be necessary for the adoption of any matter voted upon by members unless a greater proportion is required by the Articles of Incorporation or the by-laws.
	2. PROXIES. A member may vote in person or by proxy executed in writing and filed with the secretary. The original proxy must be presented. Every proxy shall be revocable and shall automatically terminate upon termination of membership. There shall be one proxy for each lot. Proxies shall be mailed to the members with the notice of the meeting.
		1. If a homeowner chooses to give proxy voting rights to anyone other than the homeowner, an original signed and notarized letter must be filed in the office which outlines specific issues the proxy can vote on. If this changes a new notarized letter must be submitted to the office. Each notarized proxy letter is in effect for up to eleven (11) months or less if the homeowner indicates or if the property changes homeowners.
1. ARTICLE V - BOARD MEMBERS/TRUSTEES
	1. NUMBER. The affairs of this Association shall be managed by a board of no less than three (3) and no more than seven (7) members in good standing of the Association.
	2. ELIGIBILITY: The definition of the term "good standing" includes but is not necessarily limited to
		1. A member whose dues, fees and assessments are current
		2. Has had no rules violations requiring the payment of a fine in the prior 12 months
		3. Has not been convicted of a crime involving any form of theft, fraud, or misappropriation of funds.
	3. The status of whether a trustee is in good standing shall be conclusively determined by a majority vote of a quorum of the members of the Board of Trustees.
	4. Domestic partners who share the same residence have the same voting rights and privileges to serve on the board as a married couple, regardless of whose name is on the mortgage.
	5. TERM. Trustees shall serve a term of two (2) years. A trustee may be re-elected as a board member without term limits. Trustees shall serve until their successors are elected and assume office.
	6. VACANCIES. In the event of death, resignation or removal of a trustee, his/her successor shall be selected by a majority vote of the remaining trustees. A trustee elected to fill a vacancy shall hold office during the remainder of the term of the predecessor.
	7. COMPENSATION. No trustee shall receive compensation for any service he/she may render to the Association. However, any trustee may be reimbursed for his/her actual expenses incurred in the performance of his/her duties as trustee. However, the forgoing shall not limit the right of a trustee to be compensated for services rendered in another capacity.
	8. NOMINATION OF TRUSTEES. Nominations must be received in the LLPOA office at least 45 days prior to the Annual Meeting. Persons may nominate themselves or someone else. If nominated by someone else, the current Board will contact that individual to ensure they would like their name to remain on the ballot.
	9. MANNER OF ELECTION. In any case where the number of nominations by the members for the Board of Trustees exceeds the number of vacancies, election shall be by secret written ballot. At each election, the members or their proxies may cast one vote for each vacancy. The persons receiving the largest number of votes shall be elected.
	10. The Board shall appoint an Election Committee consisting of two (2) members of the Board and one (1) other member to supervise the election, prepare ballots, count and verify ballots and proxies, disqualify votes if such disqualification is justified under the circumstances and to certify the results of the election to the Board. This committee shall be able to determine questions within its jurisdiction by majority vote of all three (3) members.
	11. REMOVAL OF A TRUSTEE. Any member of the Board of Trustees may be removed from the board, with or without cause, by a quorum vote of the members of the Association.
2. ARTICLE VI - MEETING OF THE BOARD MEMBERS
	1. REGULAR MEETING. Within ten (10) days after each annual meeting of members, the trustees elected at such meeting and those holding over shall hold an organization meeting for the purpose of electing officers as hereinafter provided and for transaction of such other business as may come before the meeting. If all trustees are present at the time and place of such meeting, no prior notice of such meeting shall be required to be given to the trustees.
	2. The Board of Trustees by resolution may establish the date, time, and place for other regular meetings of the Board.
	3. SPECIAL MEETINGS. Special meetings may be called by the president and must be called by the president at the request of at least two trustees. Such special meeting may be held at such time and place as the Board of Trustees or the president shall determine, and any business may be transacted at such meeting.
	4. NOTICES. No notice need be given of regular meetings held pursuant to resolution of the Board of Trustees as hereinabove specified. Notice of special meetings shall be given to all Trustees at least four (4) days prior to the date of such meeting either personally, by mail, telephone, or E-mail. Attendance at a meeting shall constitute a waiver of notice thereof.
	5. QUORUM. A majority of the trustees shall constitute a quorum, but no action of the Board of Trustees shall be valid unless it is approved by a majority.
	6. ACTION WITHOUT A MEETING. Trustees may take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the trustees to such action. This may be done in person or through proxy. If done by proxy the action will not be official until the action is signed and dated in person be every Board Member.
3. ARTICLE VII - POWERS AND DUTIES OF THE BOARD OF TRUSTEES
	1. GENERAL POWERS. The Board of Trustees shall have power to:
		1. Adopt and publish rules and regulations governing the use of the common properties and facilities provided by the Association, and the personal conduct of members and their guests thereon, and to establish penalties for the infraction thereof.
		2. Exercise for the association all powers, duties, and authority vested in or delegated to the Association and not reserved to the membership by other provisions of these Bylaws or the Articles of Incorporation.
		3. Lease or otherwise acquire the use of any and all kinds of recreation and athletic facilities for the use and benefit of the members of the Association and to enter management contracts for the management of such facilities.
		4. Declare the office of a member of the Board of Trustees to be vacant in the event such member shall be absent without excuse for three (3) consecutive regular meetings of the Board of Trustees or if the Trustee is not current on dues, fees and assessments for three (3) consecutive regularly scheduled board meetings.
		5. Appoint and remove, at its discretion, all officers, agents, and employees of the Association, and to prescribe their duties and fix their compensation.
		6. Removal of any paid employee or contracted entity can be done only with the unanimous vote of the Board.
		7. Establish and collect assessments and other payments to be paid by the members of the Association.
		8. Manage the affairs and business of the Association and generally to do or cause to be done every act which the Association may lawfully do.
		9. To acquire by conveyance, contract, lease or otherwise, property and property rights for the common benefit of the Association and to improve said property by the erection of structures, utilities, and facilities.
		10. In the name of the Association to enforce the provisions of restrictive covenants and restrictions pertaining to the lands served by this Association, by the institution of litigation or otherwise.
		11. In the name of the Association to enforce and foreclose liens of the association.
		12. To establish a budget of projected income and expenditures, as well as dates due, of the Association and to authorize the expenditure of funds for Association purposes, including construction and maintenance of improvements, provision of services, payment of taxes upon common property, and accumulation of necessary or appropriate reserves.
			1. Within thirty days after the Board adoption of any proposed budget for the common interest of community, the board must provide a copy of the budget to all the homeowners and set a date for a meeting to consider ratification of the budget not less than fourteen nor more than fifty days after providing the budget. Unless at that meeting the unit owners of units to which a majority of the votes in the association are allocated or any larger percentage specified in the declaration reject the budget, the budget and the assessments included in the budget are ratified, whether or not a quorum is present.
			2. If the proposed budget is rejected or the required notice is not given, the periodic budget last ratified by the unit owners continues until the unit owners ratify a subsequent budget proposed by the board.
			3. The budget will indicate current amount of regular assessments budgeted for contribution to the reserve account
			4. A statement of whether the association has a reserve study that meets the requirements of RCW [**64.90.550**](http://app.leg.wa.gov/RCW/default.aspx?cite=64.90.550) and, if so, the extent to which the budget meets or deviates from the recommendations of that reserve study.
		13. The Board of Trustees may appoint a business manager who may exercise the authority of the Board of Trustees between formal meetings of the board, provided that all such authority so exercised shall be reported at the next meeting of the board and submitted for approval by the board; failing such approval, such actions of the business manager shall not be effective after the meeting of the Board of Trustees at which considered.
		14. The Board of Trustees shall notify the members of the association of any deviation of the budget over $5,000 via the association newsletter. The newsletter shall be distributed at least on a quarterly basis (4 times per year), beginning with January.
		15. Cause to be kept a complete record of all its acts and the proceedings of its meetings and to cause to be presented at the annual meeting of the members a report reviewing the business and affairs of the association for the year.
		16. To fix the amount of the annual dues against each lot and give the owner subject thereto written notice of such dues at least thirty (30) days prior to the due date thereof, and to cause to be prepared a roster of property subject to assessment with assessments applicable to each such property and to keep such roster in the Association office subject to inspection by any member.
		17. Procure and maintain adequate liability and hazard insurance on property owned, leased, or otherwise used by the Association.
		18. Cause all officers or employees having fiscal responsibilities to be bonded with sufficient surety for the faithful performance of their official duties, the premium on such bond to be paid by the Association.
		19. Cause the common properties to be maintained.
		20. Shall ensure all properties are held to the standards listed in the Rules & Regulations by doing inspections at least monthly.
		21. To establish wherever necessary any other assessments, fees, fines or any other charges to be imposed by the Association in connection with the management and administration of the Association and the enforcement of the Rules and Regulations set forth by the Association.
4. ARTICLE VIII - COMMITTEES
	1. The Board of Trustees may appoint such committees as it, in its discretion, deems necessary to assist in the operation of the affairs of the Association. Committee members need not be members of the Board of Trustees.
5. ARTICLE IX - OFFICERS
	1. OFFICERS. The officers and Trustees of this Association shall be a President, Vice President, Secretary, Treasurer, Water, Architect Trustee and Grounds Trustee, with each position held for a term of two years. The Board of Trustees may appoint an Assistant Secretary and an Assistant Treasurer by resolution entered on its minutes.
	2. REMOVAL, RESIGNATION AND VACANCIES. Any officer may be removed from office with or without cause by a unanimous vote of the remaining Board of Trustees. A vacancy in any office may be filled in the manner prescribed for regular election. The officer elected to such vacancy shall serve for the remainder of the term of the officer he/she replaces.
	3. If a board member is asked to vacate his/her position or resigns a position mid-term without majority board approval, he/she forfeits any possibility to run for another position on the board.
	4. PRESIDENT. The President shall preside at all meetings of the members of the Association and of the Board of Trustees.
	5. VICE PRESIDENT. In the absence or disability of the president, the vice president shall preside and perform the duties of the president. He/she shall also perform such other duties as may be delegated to him/her by the Board of Trustees.
	6. SECRETARY. The secretary shall keep or cause to be kept a complete record of all meetings of the Association and of the Board of Trustees; serve notice of the meetings of the Board of Trustees and of the members; and shall perform such other duties as may be required.
	7. TREASURER. The Treasurer shall keep such records, make such reports, and perform such other duties as may be required from time to time by the Board of Trustees and as outlined in 11.3.1.
	8. WATER TRUSTEE. The Water Trustee duties are to oversee the water purveyor and all dealings with the Associations wells and water distribution systems.
	9. ARCHITECT TRUSTEE. The Architect Trustee duties are to oversee new building construction within the association, including tree permits, garages and fences, and ensuring all building permits are received from the county and homeowner, and shall perform such other duties as may be delegated by the Board of Trustees.
	10. GROUNDS TRUSTEE. The Grounds Trustee duties are to oversee all lake issues include fish planting and fishing, grounds quality and grounds contracts, and shall perform such other duties as may be delegated by the Board of Trustees.
	11. DELEGATION AND CHANGE OF DUTIES. In the event of absence or disability of any officer, the Board of Trustees may delegate during such absence or disability the powers or duties of such officer to any other officer or any trustee.
6. ARTICLE X -ASSESSMENTS
	1. BASIS AND DETERMINATION. The Board of Trustees may fix an annual assessment as reasonably needed for the budget. The maximum annual assessment established by the Board of Trustees may be changed by vote of the board. Special assessments for capital improvements may likewise be established by vote of the membership, subject to Board of Trustee’s approval.
	2. PAYMENT OF ASSESSMENTS AND ANY OTHER CHARGES. Assessments, fees, fines, or any other charges imposed by the Association shall be paid to the Association within sixty (60) days of the date on which notice of the amount thereof is given, and if unpaid at the end of the sixty (60) day period, shall bear interest thereafter at the rate of twelve percent (12%) per annum until paid, along with a late charge of $5.00 or 5% of the past due payment, whichever is greater. The assessment or charge, together with all expenses, attorney's fees and costs reasonably incurred in the enforcement or collection thereof, shall be (a) a personal obligation of the members assessed and (b) a lien against the lot or lots owned by the member so assessed, which lien may be enforced by foreclosure in the manner provided by law for the foreclosure of mortgage liens on real estate. The said assessment liens shall be superior to any and all other liens except liens of record prior to the date of assessment and except general taxes. All monies collected from LLPOA members will be applied to the oldest obligation first, including fines, excess water usage, late fees, lien fees, etc. Late charges will be applied to all accounts over 30 days past due.
	3. If an account is ninety (90) days past due, the account will be sent to a collection agency. The homeowner will be financially responsible for any fees assessed the Association by the Collection Service
	4. WATER SERVICE.
		1. A water hook-up payment as established by the Board of Trustees is required prior to water service.
		2. A voluntary disconnect by the property owner should be requested by notice to the Water Trustee. The Water Trustee shall provide for the disconnection of the valve supplying water to the property. There shall be a charge for reconnect, as determined by the Board of Trustees.
		3. If a member has water system services and becomes more than 60 days delinquent in payment of assessments or annual water service payment, the member will receive a water disconnect warning. If payment remains unpaid, water will be shut off and the valve will be removed. Upon requesting water service again, the full hookup charge and payment of monies owed would be required before water service is restored within two working days after all monies owed have been paid in cash, money order, certified check, or debit/credit.
		4. All water fees shall be determined by the Board of Trustees as they deem appropriate.
		5. Signed water service agreements are required for all new applications, property owner changes and existing water system user as identified in Washington Administrative Code (WAC 246-290-490), The Cross-Connection Control Program Water System Supplement and as required by the Washington State Department of Health.
7. CERTIFICATES WITH RESPECT TO ASSESSMENT. The secretary shall cause to be furnished to any owner liable for an assessment upon demand of such owner a certificate in writing setting forth whether the assessments on the property of the owner have been paid. The secretary of the Association shall cause to be filed in the office of the county auditor in which the property is located at least (90) days after a delinquency with respect to an assessment, a statement of the amount of the delinquent assessment together with interest, and upon payment in full thereof shall execute and file a proper release of such lien.
8. ARTICLE XI - BOOKS, RECORDS, SEAL, FINANCIAL REVIEW
	1. INSPECTION BY MEMBERS. The books, records and papers of the Association shall always during reasonable business hours be subject to inspection by any member in good standing at the office of the Association.
	2. CORPORATE SEAL. The corporate seal of the Association shall be circular in form and shall have inscribed thereon the name of the Association, the State of Incorporation, and the year of incorporation.
	3. FINANCIAL REVIEW. An annual review of the financial records shall be made by the audit committee before the date of each annual meeting, at which meeting such report shall be presented. A special audit shall be made at any time upon the order of the Board of Trustees or upon a majority vote of the members.
	4. ASSOCIATION FINANCIAL ACCOUNTING REQUIREMENTS. The Association has a very complex accounting requirement due to three assessments and an excess water usage being charged. (Association fees, water capital improvement fees, water operation fees and excess water usage fees.) To maintain the integrity of our accounting system the following are required and cannot be changed without the approving majority vote of the Association Members.
		1. Employment of a bookkeeper/ or CPA: duties to include the monthly cash flow statement of income and expenses verses monies budgeted, posting of all monies received by the Association from the Association members, balancing of checking/savings account statements, monthly cash transfer requirements, preparing payroll accounting and submission of taxes due, preparing the annual billing assessments to the Association members and working with a CPA for the annual review. A monthly balance sheet and P&L must be furnished by the Bookkeeper/CPA.
		2. The Association Fees, Water Capital Improvement Fees and Water Operation Fees must be transferred to their individual accounts on a monthly basis. All funds must be used for their intended purpose, i.e. Water Capital Improvement funds can only be used for Water Capital Improvements, Water Operation funds can only be used for Water Operations and Association funds can only be used for Association expenses. If this procedure is not followed it will create a taxable event. Only a vote of the Association members can cause funds to be transferred between accounts. All three accounts will be kept at different financial institutions.
		3. The bank statements will be mailed to our bookkeeper. The treasurer is a signer on all bank accounts for the purpose of renewing savings certificates and the ability to discuss LLPOA banking business but CANNOT sign checks.
		4. It will be the duty of the treasurer to monitor all expense items paid and review monthly statements provided by the bookkeeper/or CPA.
		5. Statements are to be mailed to Association members who have an open balance. Should an Association member be 90 days or more past due on their monthly, quarterly, or annual dues they will receive a water shut-off notice. The water will not be turned back on until their account is brought current, with all associated expenses being paid in full, (such as water disconnect and reconnect, late charges, and other fees and penalties).
		6. Water usage will be measured and charged to each homeowner. These bills will be sent out to the homeowner bi-monthly. Should the Association member be 90 days or more past due, the member will receive a water-shut off notice and the water will not be turned back on until their account is brought current will all associated expenses being paid in full. (Including water disconnect, reconnect, late charges and other fees and penalties).
	5. EXECUTION OF ASSOCIATION DOCUMENTS. When the execution of any instrument has been authorized by the Board of Trustees without specifying the executing officer, such instrument may be executed by any two of the following officers: The president, vice president, secretary, treasurer and assistant secretary. The Board of Trustees may, however, authorize any one of such officers to sign any of such instruments for and on behalf of the Association, and may designate officials or employees of the Association other than those named above who may sign such instrument.
9. ARTICLE XII - AMENDMENTS
	1. These bylaws may be amended, altered, or repealed by the Board of Trustees at any regular or special meeting. However, a matter addressed in these by-laws, whose subject matter is exclusively within the power of the membership shall be presented to the membership for a vote. Changes to the by-laws shall be approved by the Board of Trustees. All changes shall become effective 30 days after approval of the board or trustees.
10. ARTICLE XIII - PARLIAMENTARY RULES
	1. Meetings shall be conducted using the Lost Lake Rules of Order. In any case not covered by the rules of order, then the latest edition of “Robert’s Rules of Order “shall govern the conduct of meetings of all members of the association and the board.
11. ARTICLE XIV - RULES AND REGULATIONS
	1. The board may at any meeting of the board adopt rules and regulations or amend, modify, or rescind then existing rules and regulations provided however that such rules and regulations are not inconsistent. Copies of any rules and regulations promulgated, amended or rescinded shall be mailed to all owners at the last known address as shown on the books and records of the association and shall not take effect until forty-eight (48) hours after such mailing except as provide below in this section. Where rules and regulations are to regulate the use of specific portions of the common areas such posted rules and regulation shall be effective immediately with their posting. Care shall be taken to ensure that posted rules and regulations are conspicuously displayed and easily readable and that posted signs or announcements are designed with a view towards protection from weather and the elements. Posted rules and regulations which are torn down or lost shall be promptly replaced.
12. ARTICLE XV - DISSOLUTION
	1. In the event of the dissolution of the Association each person who is then a member shall, for each lot then owned by him/her, receive his/her pro rata share of the assets after all its debts have been paid.
13. ARTICLE XVI - ADOPTED
	1. These by-laws supersede all prior editions and or revisions of the by-laws of the Lost Lake Property Owners Association and are adopted by the Board of Trustees September 2020.

BY-LAWS OF THE LOST LAKE PROPERTY OWNERS ASSOCIATION

 We, the undersigned, President and Secretary of the Lost Lake Property Owners Association, HEREBY CERTIFY THAT THE ABOVE BY-LAWS of the Lost Lake Property Owners Association, were approved by the Board of Trustees September 2, 2020

Dated this \_\_\_\_\_ Day of \_\_\_\_\_\_\_\_\_, 2020.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2020

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary Public in the state of Washington,

residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2020.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary Public in the state of Washington,

residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

APPENDIX “A”

Those properties referred to as COMMON PROPERTIES, and which are owned and maintained by the Association are as follows:

Lost Lake Grove Division 1, Block 1, Lot 15

Division 1, Block 1, Lot 21

Division 1, Block 1, Lot 16

Division 1, Block 2, Lot 18

Division 1, Block 6, Lot 16

Division 4, Block 3, Lot 6

Division 4, Block 3, Lot 7

Division 4, Block 3, Lot 8

Division 4, Block 5, between Lot 45 and Lot 46

All situated in Island County, Washington.