

THE MEADOWS-FERNDALE HOMEOWNERS' ASSOCIATION

MINUTES OF BOARD OF DIRECTORS MEETING

Date: Monday, August 26, 2019
TIME: 6:30 pm
LOCATION: Ferndale Public Library Meeting Room

- I. Call to Order (Roll Call for Board)
 - A. Officers: Chuck Millard (Pres), Rick Horsman (VP), Kathy Young (S/T)
 - B. Guests: Ellen Horsman, Cindy and Charlie Frakes, Dennis Kaiser, Lisa Boyles, Katherine Morgan, Jim Gizzi, Edward Ward, Ann and Dan Lesan, Kathy and Dan O'Steen.
- II. Approval/Modification of Current Agenda
 - A. No changes.
 - B. Agenda approved.
- III. Approval/Correction of Previous Meeting Minutes
 - A. No changes.
 - B. Minutes approved.
- IV. Reports
 - A. Treasurer (Financial)

Income and expenses both behind budget projections, but result is positive (i.e., favorable) net variance. End of year projection remains good.
 - B. Architectural Review Committee
Dan O'Steen reporting. ARC met 8/13/19 and reviewed submissions for paint/plans for lots 198, 71 and 72 and 129. There was an issue with Lot 107, having broken ground/started foundation without prior approval from the ARC/Board. Builder was contacted, construction has been halted, and plans have now been submitted for review. Next ARC meeting 9/11/19.
 - C. Property Manager
No report required at this meeting.
- V. Old Business
 - A. 190225.02: Lights at mailbox. (Rick)

The issue is difficulty seeing boxes and surrounding area. Flashlight in vehicle could be a solution. PSE says about \$8,000 to put in lights, and then there would be excavation and gravel costs. Rick is looking into solar options as well. Postmistress says we could move some boxes further into development so the half mile delivery cutoff could be avoided. Dan Lesan has done plenty of legwork to determine location of boxes and proximity to homes, number of boxes that would need to be moved etc. Thank you to Dan and Ann Lesan for their efforts.
 - B. 190225.05: Preservation/Maintenance of Common Area. (Chuck)

There are two issues. First: Signage. The Army Corps of Engineers and Aqua-Terr could not provide any other signage; they felt what was provided was sufficient. Chuck created a draft of a sign that the Board felt would provide clarity for anyone who uses the area. He will look into costs involved in creating and installing the sign. Second: Dog Leavings. Chuck contacted Windwood (same company that provides maintenance for The Meadows) and they would be able to provide service for waste receptacles. Chuck will look over map to identify optimal placements and provide it to Windwood and determine cost for keeping waste dispensers full and trash cans empty.
 - C. 190528.02: HOA Dues Billing System. (Kathy)

It is the opinion of the Board that between Windermere Welcome Letters, letters to homeowners pointing out that homeowners are in arrears, links on the website, link on Facebook, phone calls from Windermere to let property owners know they are in arrears and the upcoming door-to-door campaign by the Board, that everyone SHOULD have knowledge as to what they, as residents of The Meadows, are expected to do relative to their dues. The dues are not optional. This discussion item is hereby CLOSED.
 - D. 190528.05: Paying for Street Lights (Chuck)

There are no written records of a "gentleman's agreement" regarding city paying for The Meadows public street lighting. This issue has been looked into thoroughly with every party (City, PSE, Development Engineer) and is a dead end. This discussion item is hereby CLOSED.
 - E. 190528.06: Rossi One-Way (Rick)

Many options are available, from speed bumps/humps, to signage to spikes and bollards. Will continue to review options and then present to homeowners directly impacted by continued disregard of one-way sign/street. Rick will also look to police, fire department to see if Rossi, being a private lane, has any restrictions for what we can do to ensure children are safe on this street.

- F. 190604.01: Wetland Bridge Repair (Chuck)
WRS (Western Refinery Services) built the bridges and upon Chuck reaching out to them, they visited the bridges to inspect and offered to do the repairs for free. While their generosity is much appreciated, Chuck will give them a nudge to see when we might expect the job to be started/completed. This discussion item is hereby CLOSED.
- G. 190610.01: Unkempt Unoccupied Lots (Chuck)
Two Notices To Comply (NTC) letters were sent by Windermere at our behest. The HOA does not currently have a penalty schedule in place, but a Board Resolution has been drafted and will be incorporated into the Rules and Regulations. We may use this in the interim. Concern was expressed regarding contractors dumping construction waste into vacant lots and possible impact on the sensitive wetland areas. Rick and Chuck will go visit Chloe Lane to inspect and possibly make some calls to Army Corps of Engineers and Aqua-Terr to determine if current practices put the Wetlands and The Meadows at risk.
- H. 190702.01: Association Rules and Regulations (Kathy)
Document is almost ready to distribute to homeowners for their thoughtful perusal. The Board will be seeking their input as we finalize our governing documents. The Board will review any and all suggestions but ONLY THE BOARD WILL VOTE in a closed session. The R&R document will supplement the CC&R's and By-Laws. Homeowners will have no less than 30 days to review and offer input, starting in September, and then a general meeting will be called to finalize and adopt the Rules.
- I. 190712.01: Newsletter (Kathy)
Kelli Gizzi and Kathy Young drafted ideas/suggestions. Objective would be to build community, provide information. Several formats suggested, the most practical being Mailchimp (email opt-in). The newsletter could cover topics like welcoming new neighbors, share a recipe, Pet of the Month, what people like about living here, a classified section, a recommendation blurb, a "did you know". Those present were asked if they liked/would be interested and consensus appeared to support this idea.

VI. New Business

- A. 190811.01: Relocation of Mailboxes (Rick)
Topic discussed in Old Business Item 190225.02. These two items will be combined for further discussion.
- B. Windermere Survey (Chuck)
HOA Board was sent a single survey for the Board to fill in. Any homeowners who wish to share their opinions or experience with Windermere can share them with the Board and it will be included in our HOA response to the survey.
- C. Playground (Chuck)
There have been homeowners expressing interest in the idea of a playground in The Meadows and one resident is leading a task force to gather information. Current declarations (CC&Rs) mandate that all lots in the development are for single family dwellings, which means they cannot be used for a playground. This could be changed, but per Section 11 of the CC&Rs it requires a 67% approval from eligible voters to make the change. The 67% requirement has also been validated by both the Property Manager and the Association attorney. There are also cost issues. HOA budgeting is a zero sum process. As a non-profit it is expected that our income and expenses will net out to zero at the end of the year. We have no "slush fund" and the Reserve Fund is required by state law to have funds available for long term and unexpected maintenance/repairs etc. A future budget could be constructed to accommodate a playground, but it would require a special assessment (to purchase a lot, excavate, landscape, purchase playground equipment etc.), with a preliminary estimate of a special assessment of approximately \$1,500 to \$2,000 per household and then an increase in monthly dues for taxes, insurance, maintenance etc. The Board will consider putting this issue to a "Straw Man" vote to see if there is sufficient interest to justify moving ahead with detailed research and planning.

VII. Comments, Announcements, and All Other Business

- A. Cautionary Note
A reminder that The Meadows is still an active construction site. Please keep an eye on your children. Large pieces of equipment might have a difficult time seeing little ones who are playing on or around the streets
- B. N/A

VIII. Open Forum (for Homeowner and Resident Attendees)

- A. No additional discussion.
- B. N/A

IX. Next Meeting

- A. Date/Time: Monday 30 September 2019 at 5:30 PM

- B. Location: Windermere Property Management; 541 West Bakerview Drive, Bellingham
- C. Purpose: This is a planning meeting for the 2020 budget, to be conducted at a time and location to ensure the availability of Windermere financial staff to assist in the process.

X. Adjourn or Transition to Executive Session (if needed)

- A. No Executive Session
 - B. Meeting Adjourned at 7:56 PM.
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