

MEADOWS-FERNDALE HOA/BOARD MEETING

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DATE: Tuesday, 28th February 2023

TIME: 6:45 PM

VENUE: Zoom™ Video Teleconference. See the "Zoom Meeting Instructions" document that accompanies this Agenda.

1. Call to Order

- a. Board members present: Chuck Millard (P/T) and Winston McBride (S)
- b. Welcoming and Farewell comments
 - (1) To Winston McBride for volunteering to fill the Secretary position recently vacated by Kathy Young
 - (2) To Chris Chappell (unable to attend this meeting) who has submitted his resignation effective April 1, 2023 – citing personal reasons. His resignation letter is posted with the meeting minutes on the HOA website.

2. Agenda for current meeting (Modification or Motion to Approve?)

- a. Approved without modification.

3. Minutes of previous meeting

- a. A brief recap of Annual General Meeting (Dec 20, 2022).
- b. No changes to AGM minutes were suggested. They are posted to the HOA website and will be officially approved at the next AGM.

4. Reports: Board and Committee Members (as needed)

- a. Treasurer (CM)
 - (1) 2022 End of Year Financial Report (available on HOA website). Expenses exceeded revenues by \$804, a 0.7% overrun (almost a direct hit on target). The December EOY Financial Report is posted.
 - (2) 2023 Jan End of Month Financial Report (available on HOA website). Revenues exceeded expenses by \$5,948 due mostly to a slow-down of maintenance requirements for January. The January EOM Financial Report is posted.
- b. Architectural Review Committee (None required).
- c. Neighborhood Project Support Committee
 - (1) Shed acquisition and installation (will be addressed in Section 6.d)

5. Old Business (Information updates – Board motions not required)

- a. Local development project updates (CM)
 - (1) Church Hill Ranch (92 single family units east of The Meadows). Infrastructure nearing completion. Chloe connection to be completed soon. Home construction to start about June.
 - (2) Thornton Heights (11 single family units east of Eagleridge School). Land Disturbance Permit in COF review. This is the first step in the development process. Annexation not required (already within COF city limits).
 - (3) Friberg annexation (6000 acres north of the Thornton Road entrance). Public Hearing held on Feb 15 at which the COF Planning Commission recommended that the City Council approve the annexation. A public hearing is expected in late March or early April.

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- (4) Nubgaard-Storr annexation (150 acres south of The Meadows). The formal annexation request is expected to be discussed at a public hearing in March 2023.

6. New Business (Actionable items – Board motion or resolution required)

NOTE: Background papers for each of the issues in this paragraph are posted with the meeting minutes on the HOA website.

- a. Planting Strip proposal (WM). A Planting Strip development and maintenance plan was presented to the Board (copy attached) and motioned for adoption. During the subsequent discussion several issues were raised, among them:
 - (1) How will we handle cases where individual lot owners are taking care of their own planting strips?
 - (2) Who actually has responsibility for the planting strips: lot owners or the HOA/Board? The Board's position is that they are the responsibility of the HOA/Board, but there was some uncertainty and some disagreement. The Board president committed to getting a definitive legal ruling on this point from the Windermere attorney.
 - (3) When should the renovation start: spring or fall (bypassing the hot/dry months)?
 - (4) The motion was tabled pending receipt of the ruling on who is responsible for the strips.
 - (5) NOTE: Subsequent to the meeting, the Board sought and received a ruling on the responsibility issue from Thulin Law. After reviewing the Meadows governing documents and the Ferndale Municipal Code (FMC), the legal ruling is that Planting Strips are unequivocally the responsibility of the HOA/Board and not the lot owners. This ruling is in spite of the FMC position, which is legally overruled by our CC&Rs. Given that CC&R change is an almost universally long, complicated, and impossible task, the Board decided not to attempt a CC&R change and to proceed with finalizing and executing the Planting Strip Plan in which the HOA/Board will renovate and maintain ALL Planting Strips. A Board Resolution which will amplify and clarify this decision is forthcoming soon.
- b. Purchase Order process (CM). A process was described for handling small and large purchases.
 - (1) The process is designed so that the purchases:
 - (a) Do not impose a financial burden on Board/Committee members making purchases for the Community.
 - (b) Can be appropriately accounted for by the Windermere accounting system.
 - (2) The process was adopted by Board motion. A purchase order form is posted to the HOA website (General Information / HOA Forms).
- c. Cattails: remove or endure (CM). Based on email exchanges between the Board president and Aqua-Terr Systems Inc (ATSI) and the Washington State Department of Ecology, it has been determined that:
 - (1) The cattails are an invasive species and are not protected by the covenants of the Wetland mitigation plan.
 - (2) Elimination of the cattails would be an expensive process involving, for example, dredging equipment, chemical growth retardants, reseeding appropriate aquatic plants, and permits from both the WA Dept of Ecology and the US Corps of Engineers.
 - (3) Expenses for ridding our wetlands of cattails was estimated by ATSI to be in the vicinity of \$200,000.
 - (4) The elimination process may not be successful, thereby requiring periodic maintenance and repetition of the process.
 - (5) The Board approved a motion to discontinue consideration of this issue.

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d. Shed Proposal (DH)

- (1) A proposal to buy and install a shed on community property in Tract S was presented to the Board. Note: Tract S is a roughly triangular parcel of land enclosed by Josie Lane homes on the north side, Monument Drive homes on the east side, and homes on the north end of the April Lane cul-de-sac.
- (2) The favored shed alternative is the Heritage 8x8 Birch Bay shed at an installed price of about \$6,300.
- (3) The motion to approve and execute the plan was approved by the Board.

7. All Other Board Business (Comments, Announcements, etc.)

- a. A brief synopsis of the recent survey was provided and discussed.
 - (1) Attendees generally agreed that:
 - (a) The response rate (29%) was excellent.
 - (b) The responses and comments provided useful information with which to make improvements to Board and Windermere performance.
 - (2) The Survey Report was distributed to all owners and posted to the HOA website (General Information/Reference Documents).

8. Open Forum for Owners/Residents (Speakers please identify by name & address/lot#)

- a. A question was raised about maintenance charges in our financial reports: charges from whom and for what. Answers were provided by Windermere and there were no further questions or comments.

9. Next Meeting: 6:45 PM, Tuesday 25th April 2023.

- a. Note: It is currently anticipated that this will be an in-person meeting in the Ferndale Public Library Meeting Room, but the final decision will await the evolution of COVID status and trends. If the meeting is in the library, chairs will be separated, and masks may still be worn.

10. Adjourn (or Transition to Executive Session, if needed)

- a. No Executive Session.