

MEADOWS-FERNDALE HOA/BOARD MEETING

MINUTES

DATE: Monday, 26th June 2023
TIME: 6:45 PM
VENUE: Ferndale Public Library (Large Meeting Room)

1. Call to Order

- a. Welcoming Comments
- b. Roll Call and Introductions. All Board members present. Attendee list attached as Appendix A.

2. Agenda for current meeting (modification or motion to approve).

- a. One addition was recommended: Re: bullfrogs invading our wetlands.
- b. The amended agenda was approved by unanimous consent.

3. Minutes of previous meeting (correction or approval of Feb 28 minutes, which may be found [HERE](#)).

The minutes of the 28 February meeting were approved by unanimous consent.

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

- a. **Treasurer:** Financial status as of EOM May 2023 (Chuck).
 - (1) The operating budget is mostly consistent with expectations. The few significant variances are timing issues arising from the fact that the budget was created in October 2022, long before the details of the actual tasks came into clear focus. Two examples were cited: planting strip refurbishment and the tool shed located in the Tract S Common Area to store supplies related to common area maintenance.
 - (2) Questions arose about the tool shed's location and access (see Attachment B for a map) – as well as signage to prevent unauthorized access to the Tract S Common Area. It was also noted that there is water collecting in Tract S. **ACTION:** the Board will (a) examine the issue of signage and (b) determine whether the water represents an official retention pond or simply floodwater.
 - (3) Overall, total expenses are only about 3.6% over budget (\$1,705).
 - (4) The full financial report is posted to the HOA Website and a link is provided [HERE](#).
- b. **Architectural Review Committee** (Dan).
 - (1) Request for garage extension. Tentatively approved but since the schedule is uncertain and perhaps as much as a year into the future, the application must be resubmitted immediately prior to commencement.

5. Old Business (discussion and information updates – Board motions not required)

a. Planting Strips (Winston)

- (1) The Board solicited bids from two arborists about how to care for our planting strips, especially the grass and the trees. It should be noted that these strips have no irrigation system and hand watering would be prohibitively expensive (without an HOA dues increase).
- (2) Tree watering. The arborists stated that the trees are mature enough to survive all but the most extreme hot and dry summer conditions. They might look like they are suffering, but they will live. **ACTION:** The trees will not be watered given the arborist's assessment, but the Board will monitor their reaction to summer conditions.
- (3) Grass watering. The grass is likely to "brown out" from late spring until the start of the fall/winter rains but they will rebound. **ACTION:** The grass will not be watered given this prognosis, the very large expense associated with watering, and the Ferndale water restrictions.
- (4) Tree trimming. The arborist recommended a very aggressive trimming effort to ensure that our trees are on a good path to maturation. This will not only make the trees more attractive, but it will also make the trees more survivable (less mass, less loss of moisture to the atmosphere). **ACTION:** the Board will carefully examine the arborist's bids to determine the extent of trimming that is necessary and affordable. The replacement of damaged trees will be included in this

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assessment which will result in a plan that includes details about tasks, schedules, costs, and funding sources.

b. Thornton irrigation system maintenance (David)

- (1) The irrigation system was damaged and rendered effectively inoperable over the winter and spring but has been repaired and is currently working properly thanks to David Hall and Jim Gizzi. This has happened before, so to avoid this bi-annual crisis, the Board has decided to hire Don Waters, an irrigation specialist, to perform fall winterization and spring activation.

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

a. Delinquent HOA dues (Chuck)

- (1) We have \$11,146 in overdue monthly dues payments. That's about 186 monthly payments. Monthly statements from Windermere inform owners that a payment is due and cite the overdue amount, if any.
- (2) We have been remiss in not acting sooner on this issue but have finally sent letters (called "Pre-Lien Letters") to all the responsible owners, dated 26 June with a 10-day response deadline. If there is no reply by the deadline, collection efforts will escalate. The Board will track and report on this issue as appropriate.

b. Arborist Report (Winston)

- (1) See discussion above in Section 5.a.

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

a. American Bullfrog Invasion (Chuck)

- (1) Briefly, the problem is that we have an invasion of a destructive and unwanted species of Bullfrogs, called the American Bullfrog (ABF). Since the ABF has no natural predators in the PNW, they can upset the wetland ecosystem by destroying the native aquatic and amphibian species and spreading fungal diseases that can destroy native plants and habitat. The State of Washington desires that the proliferation and spread of these invaders be stopped or at least contained as much as possible.
- (2) This issue was brought to our attention by Linda Bahrani (thanks Linda) so we invited ATSI to enlighten us about what to do. We (a group of 7) met with them on Friday, 23 June. At this meeting, ATSI provided a tutorial and a comprehensive 17-page plan that provides information about the issues and options involved with removal (or "dispatch" as they sometimes say) of these critters. That plan is posted to the HOA website under the General Information / Reference Documents menu and may be accessed [HERE](#). An after-action report (AAR) of the meeting is posted to the HOA website under the Meetings menu and may be accessed [HERE](#).
- (3) Anyone who is interested in helping to "dispatch" these invaders, please read the posted documents and proceed by contacting any member of the Board.

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

- a. What is the duration of the twice annual monitoring and reporting for our wetlands and when did the "clock" start? Answer: ten years, duration unknown. When the 10-year requirement expires, the responsibility for the wetlands will transfer entirely to the HOA and the services of ATSI will no longer be required although they may continue to be helpful on an *ad hoc* basis. **ACTION:** find out when the 10-year requirement ends.
- b. How prevalent are ABF problems in our area? Answer: unknown. **ACTION:** will inquire.
- c. When will Chloe Lane open to traffic to/from the adjacent development. Answer: unknown. **ACTION:** will inquire.
- d. Can we put a "Welcome to the Meadows" (example only) sign on Chloe Lane? Answer: a request has already been submitted to the City but the decision is unknown. **ACTION:** follow up on the question to see if there has been a ruling.

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- e. Are dues delinquencies associated with current owners? Answer: yes. Delinquencies by prior owners are settled at closing.
- f. Will the decision about not watering the planting strip grasses and trees be sent to all owners? Answer: Yes. The decision is documented in these minutes, which will be sent to all owners and posted to the HOA website.
- g. Lots 19/20 (duplex lots) are overgrown again. Can we fix this? Answer: yes. **ACTION:** ask Windermere to contact the owner and/or realtor and tell them to maintain their lot(s). If they do not respond, we can/will contract the job to a landscaper and bill the cost to the owner.
- h. From the ARC: Lots 19/20 do not have a building plan approved by the HOA. **ACTION:** ask Windermere to remind the owner that construction cannot start until the HOA has approved the lot development plan.
- i. What is the Thornton Overpass completion date? Answer: proposed for fall 2023. **ACTION:** confirm the date or get a revised estimate.

9. **Next Meeting**

- a. Date & Time: **Monday 28th August 2023 @ 6:45 PM.**
- b. Venue: Ferndale Public Library (Large Meeting Room)

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

- a. The meeting adjourned at 7:45 PM.
- b. No executive session.

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Appendix A: Attendee List.

NAME	ADDRESS
Chappell, Chris	2765 Josie Ln
Corey, Lisa	5935 Monument Dr
Gizzi, Kelli & Jim	5958 April Ln
Horsman, Ellen & Rick	5957 April Ln
Lesan, Ann & Dan	2745 Jenjar Ave
Millard, Chris	2777 Jessie Ct
Morgan, Katherine	2786 Jenjar Ave
O'Steen, Kathy & Dan	2761 Josie Ln
Sherwin, Mike	2761 Jessie Ct
Ward, Shane	5966 Jenjar Ave
Total:	14

Appendix B. Tool shed: location and access.

