

# MEADOWS-FERNDALE HOA/BOARD MEETING

## Minutes

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DATE: Monday, 22 July 2024  
TIME: 6:30 PM  
VENUE: Ferndale Public Library (Large Meeting Room)

### 1. Call to Order

- a. At 6:31pm by Cindy Frakes (President). In addition to board members Ann Lesan (Treasurer/Secretary) and David Hall (Vice President), Jill Robey from Windermere Property Management were present.

### 2. Agenda for current meeting

- a. The Meadows Stormwater Management System  
Slide presentation by Board President Cindy Frakes can be found as an attachment to this board meeting minutes email.
- b. There was discussion during the presentation concerning the financial impact of the Storm Water maintenance plan. Until we get vendors in here to review the immediate needs and future needs, we won't know the total impact financially.
- c. Linda also asked about the homeowner responsibility for dispersion trench maintenance (weed pulling) for water coming off her property but the trenches themselves are clearly beyond the split rail fencing (in the "wetlands"). The BOD will need to get clarification from the governing bodies on how to handle is.

### 3. Minutes for the April 23 BOD Meeting can be found in Appfolio under shared documents 2024 meeting minutes folder.

- a. Ann asked for corrections, no corrections.
- b. Ann made motion to approve, David seconded, minutes were approved.

### 4. Reports: Board and Committee Members

- a. Treasurer (Ann)-
  - (1) Late dues.
    - (a) The one long term delinquent account has been turned over to the lawyer and a lien has been placed on the property.
    - (b) We will be meeting with the lawyer to determine next steps if the past due amounts are still not paid.
    - (c) We have implemented the late fee notices and fines for all other accounts.
    - (d) As of today, the current problem account owes \$4387.83 (1 account), but the remainder of the arrears is only \$739.35 (8 accounts) with a total open dues of \$5127.18. Implementing the late fee notices and fines appears to be helping keep our past due accounts balances to a minimum (with the one exception). We are having to monitor Windermere to ensure that they are sending out these notices.
  - (2) Mid-year financial update, contract renewals and 2025 budget.
    - (a) Windermere is not posting monthly financial reports in a timely manner in your Appfolio account. On this day 7/22 and you can still only see May data as June has not been posted yet. BOD has access to live data and tonight's reporting is based on 7/22/2024.

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- (b) We have 57K in our operating account which is an acceptable cushion and 61K in our reserves account.
  - (c) The backlog of audits and taxes reported at our April meeting has not been completed. Windermere has had disruptions with staff and pulling all the records is time consuming. Reminder that this will be a hit to our contingencies 5160 line in the budget, estimated to be **(\$11,215)**
  - (d) No trespassing signs for tract S and Chloe access easement cost \$254. Pet waste bags, one year supply, \$152.
  - (e) Our drip irrigation had repairs in the amount of \$805, from cuts into the distribution line. Don't know the cost from the water leaking until next water bill. If you see excessive water puddling, please report this to us.
  - (f) The mulch on Thornton and Rossie cost \$7630. Recommend budgeting mulching every other year.
- (3) We are beginning to review all contracts. Our goal is to have 2025 contracts finalized before creating 2025 budget.
- (4) Conservation tract R behind lots 133,134,135 is similar to tract S, not part of the mitigation, but requires some maintenance. We need to add this area to our maintenance budget. Go to our website and read <https://www.meadows-ferndale-hoa.org/wp-content/uploads/WA-DOE-Guide-To-WetlandsBuffers.pdf> for additional information on how we should care for our properties.
- (5) Vandalism of street trees-on June 18 three juveniles were photographed vandalizing two of our street trees on Monument. This was posted on the Meadows Facebook. BOD reported this to the Ferndale police. We are asking in the future if you see something call the police. If you are not comfortable calling the police directly, contact the BOD thru email at: [meadowsferndalehoa@gmail.com](mailto:meadowsferndalehoa@gmail.com) Reminder the Facebook page is not for HOA business.
- b. VP (David)
- (1) Split rail fencing, repair or replace. David and Jim Gizzi inspected all the common area fencing and determined minor repairs are needed that will be performed later this summer. David recommends that the inspection occur every one to two years.
- c. ARC (Cindy)
- Cindy reported updated ARC guide lines and application form will be posted soon. The updates include new requirements by the homeowner or their contractor to include impervious surface calculation where patios, driveway extensions, etc. are being added to lot. Rick Horsman's full ARC report can be found as an attachment to this board meeting minutes email.

## 5. Old Business

- a. Purchased signage for the entry to tract S and Choe street service entry to wetlands/storm pond B1, the cost \$254.

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

- a. HOA Celebration for last home built out. Cindy made motion to approve non budget expense \$500 for ice cream truck, David seconded, motion approved. Celebration date TBD.

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

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- a. COF and Sanitary Services discussing changing to single bin recycling in 2025. Bellingham has implemented this change successfully. This should reduce the number of recyclables that blow around our yards and into the wetlands.

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

- a. Calvin asked about the status of the reserve study. Ann explained that a reserve study will be performed before the end of this year to include our storm ponds, street trees and private street lights. Cindy included that this reserve study will determine what additional fund increase may be needed to ensure the study is properly funded. Without these changes, special assessments may be needed.
- b. Chris about the street trees and tract S. Ann reported that the two birches in the Thornton plantings are looking very bad and we need to get an arborist in to review these. The Cascara tree in the circle is looking stressed, but is probably not from a lack of water but from where it is planted and heat related stress. The Tilia street trees are losing leaves from aphid infestation occurring in them. David reported that the tract S cutting should occur this week.
- c. Linda talked about blowing cutting from the trails and ALSO blowing the rock off of the trails. We need to review this with Estavan to see if there is a better way to do this.
- d. Nancy questioned the number of contracts we have to perform all the maintenance in The Meadows and wondered if we can reduce the number of contracts – thereby reducing the number of people overlapping the work.

### **9. Next Meeting**

- a. Date & Time: Monday, September 16 @ 6:30 PM
- b. Venue: Ferndale Public Library (Large Meeting Room)

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

- a. Cindy moved to adjourn the meeting at 7:43 PM, David seconded. Motion approved.

**Minutes**

**List of Attendees (other than Board Members)**

Name	
Charles Frakes	Carolyn Sherwin
Dan Lesan	
Lisa Corey	
Jim Corey	
Kathy Young	
Linda Bahrani	
Nancy Luster	
Rob Young	
Chris Chappell	
Kay McCall	
Calvin McCall	