

Minutes of Annual Board of Directors Meeting 2025
CORDATA BUSINESS PARK ASSOCIATION

The annual meeting of the CBOA Members was held on **Tuesday, February 4, 2025** at 333 Calluna Court, Bellingham, WA 98226

Members

<u>Present:</u>	<u>Name</u>	<u>Entity</u>
	Brian Keeley	Whatcom Community College
	Carrie Veldman	The RJ Group
	Kate McDonald	Cordata Neighborhood Association
	Darcy Jones	Jones Engineers
	Kamira Rea	Larrabee Springs South HOA
	Jasmine Fast	Jones Engineers
	Vale Hartley	Village at Cordata
	Jim Tragesser	
	Brian Estes	Larrabee Springs North HOA
	Matthew Cutler	
	Amia Froese	Saratoga Commercial Real Estate
	Molly Koch	Saratoga Commercial Real Estate

1. Call to order

The meeting was called to order at 4:05PM by Amia Froese, and a quorum was verified. All in attendance introduced themselves

2. Review 2025 Budget approved by Board

Amia and Molly then transitioned into discussion and explanation of the 2025 budget, which Saratoga based off of 2024 actuals. Many of the line items remained consistent with the previous year with the exception of adding \$10,000 for general reserves to the budget. The 2025 approved budget was presented to the attendees.

3. CBPA Website

Amia noted that Saratoga has updated the CBPA website. On the website, you will find the CC&R's, recent and past meeting minutes, information on any upcoming meetings, contact information for any maintenance related issues, a stormwater report and an option for homeowners to pay dues. The website is: www.cordatabusinessparkassociation.com

4. Stormwater Drainage/Beaver Updates

Amia noted Ali Taysi is actively working on obtaining the necessary permits to resolve the beaver issues in the Cordata wetlands. He has a design team engaged and has prepared and submitted the three necessary permits. To date, two of the three permits have been approved, and he is hopeful to have the third permit within the next few months so the work can be completed this coming August, which is the driest month and the best time for the project. Ali suggested we install a beaver deceiver, which is a pipe system with a protected inlet/outlet that makes beavers think the water is already dammed up. Saratoga will be seeking estimates from specialists who do the beaver deceiver installation in hopes that this approach will be more cost effective than working with

larger companies like RAM or Stremmer. Ali will assist CBPA and Saratoga to produce bids for the work from qualified contractors.

5. Annual Meetings

Per the CC&R's, we plan to hold the annual board meeting between October 20-November 7 each year. We will then hold an all Members meeting the third Thursday of November. Members will be given no less than ten days' notice prior to the meeting.

6. Board of Directors

Kate McDonald nominated Brian Estes and Jasmine Fast as Board position numbers 3 and 5. Brian is a Board President on two different HOA's in Larrabee Springs. Jasmine is a planner for Jones Engineers and is a resident of the Cordata neighborhood with vested interest in the well-being of the area. All members unanimously voted to approve Brian for the Director 3 position and Jasmine for Director 5.

Nomination and election of **Odd** numbered positions because 2025 is odd # Yr.

2025 Directors

Director 1: Brian Keeley
Director 2: Kate McDonald
Director 3: Brian Estes
Director 4: Kamira Rea
Director 5: Jasmine Fast
Director 6: Carrie Veldman, Vice President
Director 7: Darcy Jones, President

All odd numbered members seek re-election. Brian Keeley and Darcy Jones volunteered to serve another term.

7. Open Discussion

The board is wanting to move most of the funds CBPA has in the Peoples Bank checking account to an interest-bearing account. Saratoga has been in communication with Peoples Bank and Amia stated they have CD or Money market options. She noted that Peoples Bank currently has a 7-month CD at 4.05%APY and a 13-month CD at 3.75%APY (minimum \$1,000 balance). Saratoga will work with the Board on the best way to proceed.

9. THE MEETING WAS ADJOURNED AT 5:05PM