

MEMORANDUM

To: ALL MEADOWS-FERNDALE HOMEOWNERS AND RESIDENTS

From: Meadows-Ferndale HOA Board of Directors

Date: October 30, 2020

Subject: Mailbox Relocation

The current configuration of our USPS mailbox cluster toward the north end of Monument Drive (between Jessie and Brian Courts) has several problems. The lighting is bad for after-dark collection of mail, and the boxes are too far from some homes. The USPS has a one-half mile delivery limit. If a home is farther from the current boxes than this limit, oversized parcels go back to the post office and must be picked up there by the recipient. We have an ongoing project to move some of the boxes farther down (south) on Monument Drive to get within the one-half mile limit, and to provide better lighting for both sets of boxes. All mailboxes will be organized to provide better sequencing for the postal workers and better access (not too high and not too low) for our residents. We are working closely and positively with the Ferndale USPS to ensure compliance with their rules.

Our project is moving toward completion. A few general points:

- All mailboxes will be reorganized by street, and then by street address – with no more “intermingled” addresses, which are confusing and difficult for the USPS. The new configuration will not use the top and bottom rows of mailboxes – avoiding those that are either too high or too low. Our intent is to provide better visibility and access into the boxes, while avoiding awkward bending and stretching.
- ALL mailboxes will be re-keyed. Each homeowner will receive three new keys to their newly relocated mailbox. You will not need to return your present keys.
- The new bank of mail and parcel boxes is being installed on the west side of Monument Drive toward its southern end just north of Josie Lane. The concrete pad is already there, and there is a streetlight directly overhead. This bank of mailboxes will serve the homes on Jenjar, April Lane, and Josie Lane. All other street addresses will stay in their current location on Monument Drive, but they will be reorganized to keep streets contiguous, and street addresses in order. Lighting will be provided to those mailboxes sometime soon.
- The new mailboxes will be installed within the next few days, but will not be “active” until later in November after completion of the re-keying, reorganization, labeling of all 157 mailboxes, and distribution of new keys. The current mailboxes will remain active and in use until that time. More specific details of the process and schedule will be forthcoming shortly in a follow-on memorandum. In the meantime, continue to use your current mailbox.

Thank you. We truly believe this will be a great improvement for all our homeowners.

Board of Directors
Meadows-Ferndale HOA