

Date: December 20<sup>th</sup>, 2022  
Venue: Zoom™ Teleconferencing

This is a joint report from the Board of Directors of the Meadows-Ferndale Homeowners' Association. It was developed as a joint effort and is being delivered as a joint presentation. Our goal in preparing this report is to look back on 2022 and summarize the major activities and achievements -- and to briefly look forward to what can be expected in 2023. We hope you find the report useful.

The key topics are:

**1. Meeting Venues for Future Meetings (CM)**

We hope to be able to resume in-person meetings soon but will continue to use Zoom™ Video teleconferencing until we are certain it is safe. Our trigger point will come when Public Health facilities stop requiring masks since they have the expertise to make informed judgments about such issues. When we resume in-person meetings, it will be in the Ferndale Library Meeting Room, which have been reserved for Feb & April – just in case.

**2. 2022 Budget Performance (KY)**

Year-to-Date (YTD) balances as of the October financial statements:

- a. Income. Budget for year: \$110,796. The YTD variance remained steady at +\$386 (income is slightly more than budgeted).
- b. Expenses. The YTD expense variance improved to +\$4,100 (expenses are less than budgeted) due to the arrival of winter conditions and the reduction of landscaping tasks.
- c. Net. The YTD net variance improved to +\$4,486 (\$386 + \$4,100).
- d. The operating cash and reserve accounts are healthy at \$27K and \$57K respectively. The Reserve Account balance is actually higher than the amount recommended by the current Reserve Study because we have intentionally adopted a conservative approach to ensure that we have the funds when we need them.
- e. End of Year Forecast: pending November and December pre-winter expenses such as winterizing the irrigation system and trimming for winter conditions, the End of Year (EOY) net is expected to be very close to zero, which is the mandatory target for an HOA.
- f. End-of-Month financial reports are posted to the HOA website.

**3. Architectural Review Committee (RH)**

- a. Of the 157 lots in the development, only a duplex townhouse lot between Rossie and Monument remains undeveloped and available for sale.
- b. Most ARC reviews during the past year have been for changes to exterior colors, finishes, structures, and landscaping, including new or revised fencing, solar panels, and repair/revision of sidewalks and driveways. The primary goal of these reviews has been, and

continues to be, to ensure that the plans adhere to our CC&R Design Guidelines and to City of Ferndale permits and regulations. The overwhelming majority of applications are approved promptly (within days of receipt) and without change.

#### 4. **Neighborhood Project Support Committee (KY)**

The NPSC has been created to assist the Board with identifying, analyzing, planning, and executing projects needed by our community. We requested volunteers for the committee and Kathy Healey and David Hall graciously accepted our invitation. Committee work is underway.

#### 5. **Landscape Maintenance**

##### a. Changed Contractors (CM)

- (1) From three to one. It was proving to be very difficult to monitor who was doing what – sort of a too many cooks in the kitchen issue. So, we combined all work in single contract for ATSI.
- (2) Back to Two. After a couple of months, ATSI indicated that the all-in-one approach was not working for them and requested that we modify our contract to include only those tasks related to their core specialty: wetland mitigation, monitoring, and reporting to City of Ferndale (COF) and the state Dept of Ecology. So, we spun off all the other (mostly landscaping) tasks to “The Yard Man.”
- (3) Back on Track. Due to weather and staffing issues, the revised task alignment got off to a rough start, affecting mostly our landscaping maintenance, but after several hard-working months we are pretty much back on track.

##### b. Fence Line (CM)

- (1) Trimming along the split rail fences. This was one of the areas that got seriously neglected this spring and early summer. Thanks to our new maintenance contractor, things are looking up. Since the areas on the wetland side of the split rail fences are protected wetlands, we are limited in what we can do. But we have been able to trim along the wetland side to push the growth away from the fences and lower the height of growth to reduce the “closed-in” feeling and improve the sight lines. We will keep this area trimmed at least once a year in the spring when growth explodes. Once again in the fall if necessary – but it was not needed this fall because the spring trim was done so late.
- (2) Repair of Split Rails. Our split rail fences are starting to fail in small and random sections. Our maintenance contractor is fixing the failures as they occur with a minimum-cost effort while the Board decides when and where to engage in a large-scale renovation project with better, more attractive, and more resilient materials. This work will be paid for from the Reserve Fund – not from the operating budget.

##### c. Irrigation System (KY).

- (1) Repaired. The irrigation system exists only along our Thornton frontage, along part of Rossie Lane, and on a small parcel to the west of the Meadows entrance. It appears to have been poorly constructed and deteriorated quickly so we had an irrigation specialist fix it.
- (2) Installed faucet. We installed a faucet so we could fill the tanks used to irrigate the planting strips. Water was formerly trucked in from off-site. The faucet has a lock to prevent mysteriously large utility bills.
- (3) Winterized. Finally, we have conducted the city-mandated back-flow test (to ensure that water from our irrigation lines does not flow back into the municipal water supply) and have winterized the system.

## BOARD OF DIRECTOR'S REPORT FOR 2022 ANNUAL GENERAL MEETING

---

- d. Pest Control (KY). During 2022 we have been bothered by a variety of outdoor pests such as tent worms and bees/wasps. The Wetland and Common Area landscapers will monitor these issues and undertake remedial action as warranted – using only ecologically sound pest control agents and methods.
- e. Sandwich Board Sign for Board meetings (KY). The Board has bought a so-called sandwich board to announce upcoming Board meetings (not sandwiches). These will be placed near the northern bank of mailboxes and will hopefully encourage more attendance at the Board meetings.
- f. Common Areas
  - (1) Planting Strip Development (KY)
    - (a) Definition. These are the areas with grass and trees that are between the roadways and the sidewalks. They are “owned” by the City of Ferndale (COF), but maintenance responsibility is assigned to the HOA in the development agreements.
    - (b) Rejuvenation. Since the Meadows developer did not install an irrigation system for the planting strips, they suffered greatly from our dry summer. The Board researched ways to rejuvenate them and settled upon a plan to install border board around the trees, filled with bark or mulch – accompanied by a more diligent maintenance regimen of feeding, seeding, weeding, and watering.
    - (c) Results and plans. We applied our plan to a couple of test strips and have been very satisfied with the results: the planting strips recovered nicely. It is too late to expand the effort this year but we will resume next spring.
  - (2) Trail System (CC)
    - (a) Responsibility. The walkways and bridges are part of the COF municipal trail system by virtue of the development agreements and permits. Our autonomous authority over our portion of the trail system is limited by those agreements.
    - (b) Walkway. Our landscape maintenance service is trimming the weeds and bushes that have been encroaching on the walking trails. Come spring, we will conduct additional weed abatement as needed.
    - (c) Bridges. The flora (weeds, grasses, whatever) that are growing up through the bridges will be treated in the spring.
  - (3) Tract S (CC). This is the roughly triangular shaped parcel behind the lots on the south side of Josie Lane. Believing it was part of the protected wetlands, we let it grow. But we were wrong: it is not a protected area, so we trimmed it back to a respectable height and will keep it that way.
- g. Snowplowing. (CM) The Board is extending our snowplowing contract through the 2023 snow season. Only our private streets and shared driveways (which are common areas) will be routinely plowed by our contractor. The COF streets will be left to the City's plows. If there is an emergency that requires immediate access to trafficable streets you should request assistance through the 911 Emergency Service system.

## 6. Other Topics

- a. Neighboring Developments (CM)
  - (1) Church Hill Ranch Project. This 27.5-acre development is immediately adjacent to our eastern boundary. It consists of 88 single-family dwellings and 2 duplexes for a total of 92 homes. It is expected to be completed in the spring of 2023. When complete, our portion of Chloe Lane will connect with a portion coming from the east and ultimately with Sievers Way which intersects with Church Road. A traffic impact study has been completed and determined that there will be no adverse impact to us since most of the traffic will be to and from Church Road on the other

## BOARD OF DIRECTOR'S REPORT FOR 2022 ANNUAL GENERAL MEETING

---

(east) side of the development. The Board is skeptical about this finding so we will monitor the traffic situation as it evolves and respond as needed.

- (2) Thornton Heights. This is a proposed 3.98-acre development east of Eagle Ridge Elementary School between the school and Pacific Heights Drive. It will include 10 single family homes with access from Thornton Road. The City of Ferndale has approved the preliminary plat and as of this writing the Land Disturbance Permit (LDP) is under review by City Staff. Once the LDP is issued the applicant will be able to complete grading and install infrastructure. The HOA Board will continue to monitor and report on this project.
  - (3) Friberg Farm Annexation. The City proposes to annex the 110-acre and 11-parcel area across Thornton Road from our main Meadows entrance. The proposed annexation and re-zoning envision residential and potential small business developments. A Notice of Intent to Annex was accepted by the City Council earlier this year and the applicant has submitted the formal petition. It is currently under review by the COF planning staff and when deemed complete it will be reviewed for fiscal impacts. The next step would be scheduling a formal hearing before the Planning Commission who will review the request and then forward a recommendation to the City Council for consideration. The HOA Board will continue to monitor and report on this project.
- b. Wetland Monitoring Reports (CM). The Wetland Monitoring Reports are prepared and submitted by Aqua-Terr Systems Inc. (ATSI). We pay for the monitoring and the report is submitted to us, to the City of Ferndale, and to the State Department of Ecology. The goal of this process is to ensure that our stewardship of the wetlands meets the requirements of the development agreements. Our fall 2022 monitoring report is expected to be available during December 2022.
- c. Animals (CC)
- (1) Barking Dogs. We have had several problems with loud or aggressive dogs and even some complaints about cats acting out their predatory instincts. The best course of action for pet issues is to contact the owners, if possible. Barring that, contact the Whatcom County Humane Society. If the situation includes potential harm to people or to other pets, call 911.
  - (2) Beaver(s). The beaver activity has subsided with no on-going damage to our wetlands. We will continue to monitor the situation.
- d. Sidewalks (CC)
- (1) Damage. This topic has been covered quite thoroughly in both newsletters and Board meeting minutes, but we need to stress the point that de-icers are harmful regardless of what the labels say. Modern sidewalk materials are no match for the caustic ingredients of the de-icers. It is also worth noting that some sidewalk damage occurs as a result of purely natural events such as rain runoff and the normal winter freeze/thaw cycles, but de-icers definitely contribute to the problem.
  - (2) Responsibility. We have discussed these sidewalk issues with Ferndale Public Works Department, and they have made it quite clear that this type of damage is the responsibility of the owner of the lot where damage occurs. However, you should contact the HOA Architectural Review Committee for guidance about how to proceed with repairs to avoid problems with Public Works.
- e. Mailbox Keys (RH). This is a reminder: the retention and transfer of mailbox keys are the responsibility of the owners. The Post Office has no authority or ability to retain, inventory, or supply such keys. When selling your home, mailbox keys should be transferred to the buyer-along with the door keys and garage remotes. If they are not transferred or simply lost, the buyer needs to contact a locksmith to replace the lock and/or key. The HOA Board has been providing this service for original sales but cannot continue to do so for re-sales.

**7. Future Activities (CM)**

- a. Review/Revision of CC&Rs, By-Laws, and Rules. The Meadows-Ferndale HOA has now been in operation for approximately five years since we inherited the CC&Rs from the developer. It's time to review them and tailor them where appropriate to the needs and desires of the owners. The newly formed NPSC will undertake the review and provide recommendations for revision to the Board. The actual revision involves review and approval by at least 60% the total 157 HOA votes (i.e., ninety-five votes). The By-Laws and Rules will be reviewed concurrently to ensure consistency. The process for revising By-Laws is the same as for the CC&Rs, but the Rules may be unilaterally revised by the Board since it cannot override any provision of either the CC&Rs or By-Laws. The Rules are meant to amplify and clarify only – not substantively change either the CC&Rs or the By-Laws.
- b. Mailbox Lighting. Assisted with vetting by the NPSC, the Board will revisit this project and reassess its pros and cons (cost versus benefit) during 2023.
- c. Bridges on Walking Trail. Assisted with vetting by the NPSC, the Board will revisit this project during 2023 to reassess the need for additional handrails, re-sealing, and general maintenance.

Respectfully submitted to the HOA by:

*Board of Directors*

Meadows-Ferndale

Homeowners' Association

**Board Officers**

Chuck Millard, President

Chris Chappell, Vice President

Kathy Young, Secretary/Treasurer

**Architectural Review Committee**

Rick Horsman, Acting Chair