

February 20, 2023

To: **Chuck Millard**

President, Board of Directors of The Meadows Ferndale Homeowner's Association

.cc The Meadows HOA board members, past and present
ARC and NPSC committee members
All The Meadows HOA members, owners, and residents
Windermere Property Management

Dear Mr. Millard and All,

After a great deal of deep thought, it is with considerable regret that I announce my resignation from the Board of Directors of The Meadows Homeowners Association, to be effective April 1st, 2023. This is due to several personal matters that are placing an ever-increasing burden on my time and resources. I have not made this decision in haste, nor do I take it lightly, but it is a necessary and crucial step toward moving forward.

It has been a great honor to work with such hard-working volunteers and colleagues for these past 14 months, as well as to get to know so many friends and neighbors in the process. There have been challenges indeed, but I hope that I have been able to make some contributions of value to our unique and special neighborhood.

As circumstances allow in the months (and perhaps years) ahead, there may be further ways in which I can assist our board and the entire membership. The tasks and decisions we have had to make have not often come easy and we face many constraints. However, the more input we get from everyone, the better this process works.

Thank you all for giving me this opportunity. Your continued support for the generally safe, quiet, and friendly community we live in will be enormously appreciated by those volunteers who will carry on the work of keeping it this way.

With sincere thanks,



Christopher Chappell
Vice-President, The Meadows Ferndale Homeowners Association

Attachment 1: Planting Strip Proposal to the MF-HOA Board of Directors

1. Executive Summary

The meadows HOA planting strips need restoration. Low quality sod in initial installation, damage from contractors while building within the development, as well as no supplemental irrigation has caused the need for restoration. Existing plant strips will be over-seeded with *PT 767 Dog Park Eco-Lawn Mix with Microclover®*, and tree squares will be mulched.

2. Description of problem or issue being addressed.

Planting strips, also known as the streetscape zone, is the area between the curb and the building at the front of each Lot. The sod coming from Professional Turf Growers, used in the MFHOA development is a three way mix of rye grass. Some Rye grass varieties are more disease resistant than others. Whatcom 4 Landscapes told the Meadows Landscape Committee they don't use Professional Turf Growers turf because they found the turf to have disease issues. Rye is a clump forming grass. If not properly watered and fertilized after initial installation, one or more of the rye varieties is weakened with fungus, and or drought, and dies. This leaves the bare spots for wind to blow topsoil away, and weeds to germinate.

3. Proposed alternative courses of action.

- (a) Alternative 1: Do nothing and continue with current situation, and maintenance schedule.
- (b) Alternative 2: Have the responsibility of the planting strips abutting individual property assigned to the property owner. This arrangement is in line with City of Ferndale regulations and is common practice in many planned developments.
- (c) Alternative 3: Remove existing sod and top layer of soil and replace with high quality soil and sod (this procedure was required to obtain permit approval from City of Ferndale).
- (d) Alternative 4: scalp existing grass, aerate existing planting strips (as recommended by PT Lawn Seed), add topsoil to bare spots, then overseed with recommended product, and mulch to tree squares

4. Cost of alternatives (both one-time and recurring).

- (a) Alternative 1: same as current plan
- (b) Alternative 2: The landscape maintenance cost performed by contractor would be reduced and could be passed on to the individual property owners to compensate for their additional maintenance costs. The planting strips along the natural area on Monument Drive would still need to be maintained.
- (c) Alternative 3: Estimates range between \$60-\$80K or possibly more, require licensed contractor and extensive time for permit and project completion. Likely additional assessment to homeowners.
- (d) Alternative 4: Initial seed cost for 100 pounds of seed, \$877.30 shipped. Mulch cost for 200 bags, \$800. Mulch can be applied yearly or every other year, dependent on natural mulch breakdown occurring. Tree squares need to be weeded and have existing overgrown grass removed, there are a few tree squares that have remaining stakes that also need to be removed. Total cost estimated at \$1882 excluding labor (see "Key Points" below).

5. Non-Financial Pros & Cons.

- (a) Alternative 1: residents will continue to be unhappy with planting strips and HOA in general.
- (b) Alternative 2: Residents don't want the responsibility, poor attitude towards board from residents.
- (c) Alternative 3: Long-term high-quality improvement, however highly disruptive and lengthy
- (d) Alternative 4: Proven favorable results, minimal to no disruption

6. Recommendation.

- (a) Alternative 4. Over seed with recommended product, remove weeds and overgrown grass from tree square, remove remaining tree stakes, add mulch in tree squares. See additional details in "Key Points" below.
- (b) Why is it the preferred course? Relatively low-cost option, eco-minded product, no excavation of planting strips needed, no need for weed killer or fertilizer application, drought resistant, and decrease mowing frequency.
- (c) Who will do the work? Estevan Ortiz (The Yard Man) and his crew. He has been briefed on scope of work and anticipated outcome. Work on tree squares can be completed ASAP. Overseeding should start once soil remains over 50F degrees (usually around mid-March).

7. Future tasks.

Proposed or anticipated future activities related to this analysis (if none, so state). Maintain height of grass seed mix at 2 to 4 inches (to let the clover bloom). Mulch can be applied every year or depending on breakdown of mulch every other year.

REFERENCES:

<https://ptlawnseed.com/products/pt-767-dog-park-eco-turf-mix>

https://www.lowes.com/pd/Swanson-Bark-Wood-Products-2-0-cu-ft-Nuggets/1003165114?cm_mmc=shp_-c_-prd_-lwn_-ggl_-LIA_LWN_179_Landscape-Products_-1003165114_-local_-0_-0&ds_rl=1286981&gclid=CjwKCAiA0JKfBhBIEiwAPhZXD9CVSh9t4EiBX7Klc1ytt0sC_HaxU9bhcQJR3Znur4K-HN0bVdJ13hoC3G4QAvD_BwE&gclsrc=aw.ds

<https://www.hardwaresalesrentals.com/equipment.asp?action=category&category=43&key=RIDEON+AERATOR%231>

Submitted by:

Winston McBride 2/22/2023

Key points about Alternative 4:

- 100 pounds of PT 767 seed is needed
- 200 mulch bags needed (plan for yearly application)
- Prepare tree square area by removing weeds, overgrown grass, remaining tree stakes
- Define tree square border with shovel or another tool
- Scalp existing turf in preparation for overseeding
 - Then aerate planting strips by renting equipment (see link in references)
 - \$205 a day rental fee. 1 day rental anticipated.
- Use bagged topsoil to add to bare spots
- New seed can be allowed to grow up to 4” tall
- No weed killer is needed, drought resistant, dog-friendly
- \$1882 total cost excluding labor
 - bagged topsoil cost excluded. Quantity amount (TBD) by Estevan.

OPTION 1: For small and low-cost purchases¹

1. Purchaser (with the concurrence of the Board) selects and buys the item(s).
2. Purchaser receives item(s) and sends invoice to HOA President.
3. President approves payment, assigns General Ledger code, and sends approval notice to Windermere with copy to purchaser.
4. Windermere executes payment to the Purchaser and records the purchase in the General Ledger.

OPTION 2: For large and expensive purchases¹

1. Purchaser (with the concurrence of the Board) identifies item to be purchased, including the following information:
 - a. Name of item(s).
 - b. Item distinguishing details (size, color, etc.).
 - c. Quantity to be purchased.
 - d. Vendor/supplier.
 - e. Model or SKU number(s) if available.
 - f. Price(s).
2. Purchaser sends completed PO Request Form to HOA President.
3. President adds General Ledger code and authorizes purchase by forwarding the PO Request Form to Windermere with copy to Purchaser.
4. Windermere purchases the item(s) and has it/them sent to the shipping address on the PO Request.
5. Windermere records purchase in the General Ledger.

Note 1. Either option may be selected by the purchaser.

Image of PO Form

(The actual form is provided separately and is available in the General Information / HOA Forms section of the HOA website)

PURCHASE ORDER REQUEST

Association Name: _____

Shipping Address: _____

DATE	SUPPLIER	DESCRIPTION	COST	GL CODE

SIGNATURE _____
BOARD PRESIDENT

ADDITIONAL NOTES OR INSTRUCTIONS

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WHAT IS INVOLVED

1. Equipment rental and labor charges.
2. Dredging, spraying, and reseeding.
3. Hand pulling as the treated areas start to recover.
4. Effectiveness cannot be guaranteed.
5. Other untreated invasive species might seize the opportunity for a take-over.
6. Need approval by regulators (WA Ecology and USACOE) and perhaps COF Permits.
7. Estimated costs:
 - a. Some as high as \$600K-800K.
 - b. Ours: \$400K-\$500K
 - c. Ours (revised – no reason given) \$100K-\$150K

ANALYSIS

1. Given the range of estimates, I would say something between \$150K (high end of 7c) and \$400K (low end of 7b) might be a reasonable estimate.
2. Propose the midpoint between \$150K and \$400K (\$275K) as the figure for planning.
3. \$275 equates to \$1,752 per unit as a special assessment.
4. Significant direct line-of-sight impact is to only a few homes (likely around 25). Unaffected units would certainly object.
5. Effectiveness is not guaranteed.
6. We could anticipate follow-on cost to keep the growth down from survivors and new invasions.
7. Government approvals required – probably a long and painful process.

OVERALL CONCLUSION: A “non-starter”.

PROPOSAL: Abandon the idea and learn to live with the cattails and other growth that impedes vision.

Attachment 4: Shed Proposal to the MF-HOA Board of Directors

1. Executive Summary

The Meadows HOA has accumulated enough items to make a shed necessary for storing the items in one safe, centralized location.

2. Description of problem or issue being addressed.

Many of our HOA items are being stored at various board or committee members homes. Items include: HOA Meeting Sandwich board, Wetland cleanup gear, beaver trap, pet station supplies, and Wetland signage. With future hopes of storing fertilizer and mulch.

Having all of our items together will make it easier to keep track of inventory and have easier access to said items.

The proposed location of the shed is in the S tract area. The S tract is at the intersection of Monument Dr. and Chloe and runs west. This has a “driveway” that will make it accessible but out of the way for the majority of the homeowners.

3. Proposed alternative courses of action.

Alternative 1: Do nothing, keep items where they are until people want items out of their homes

Alternative 2: Buy cheaper shed (Rubbermaid or aluminum)

Alternative 3-5: Buy sturdy, well-built wood shed that looks nice and will last

4. Cost of alternatives (both one-time and recurring).

Alternative 1: no cost

Alternative 2*: small sheds by Rubbermaid or other aluminum sheds range from \$300 to \$1000.

Alternative 3*: 8X12 Gorilla Elite Shed by Costco, installed but needs to be painted, \$4299.99 plus tax, will need to buy paint and hire someone to paint it

Alternative 4*: 8x12 Yardline Somerfield Gable Shed by Costco, installed but needs to be painted and roofed, \$3699.99 plus tax, will need to buy paint and hire someone to paint, will need to buy roofing supplies and hire someone to roof it

Alternative 5*: 8x8 Heritage Birch Bay Shed, installed, painted, complete shed, \$6294.14 includes tax

*alternatives 2-5 will require some leveling of shed area with gravel and/or cement blocks, cost TBD by chosen design

5. Non-Financial Pros & Cons.

Alternative 1: Items spread out over many homes, not centralized, harder to inventory and know who has what, harder to have access to items if needed.

Alternative 2: Not strong enough for our wind and snow events. May just blow over or collapse. Won't match high standard of looks for the neighborhood.

Alternative 3: Strong construction, looks nice, room for current items and future items. We don't have control over who Costco hires to build it. It still needs paint after installation.

Alternative 4: Strong construction, looks nice, room for current items and future items. We don't have control over who Costco hires to build it. It still needs paint and roofing after installation.

Alternative 5: Strong construction, looks nice, a bit smaller at 8x8 but big enough for our needs. It comes completely done. No other work to do after installation. Local company. Local sales rep.

6. Recommendation.

My recommendation is to seriously consider the Heritage 8x8 Birch Bay shed, Alternative 5. It may cost more but I feel we are getting a better product with local support. With Heritage, it is finished and installed, and we won't have to worry about flaky contractors or sub par wood, that may come with the Costco sheds (based on reviews). We know exactly what we are getting and who it is made by and have a local contact person. It is more expensive, but I think it will be worth it.

7. Future tasks.

If a shed is purchased, future tasks would be to maintain area around the shed to keep it accessible. It could also need caulking and painting (like any home) in the next 7 – 10 years as the paint fades.

Submitted by David Hall 2/22/23