

# MEADOWS-FERNDALE HOA 2024 ANNUAL GENERAL MEETING

## DIRECTORS' REPORT

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To: All Meadows-Ferndale HOA Owners and Residents  
From: Board of Directors  
Date: November 17, 2024  
Subject: Board of Directors Year-End Report to the Homeowners' Association

The Meadows-Ferndale Homeowners' Association (MFHOA) is pleased to provide this summary of 2024 activities for the MFHOA Annual General Meeting on 10 December 2024.

### 1. 2024 Goals

These are the goals we outlined for 2024 at the end of the 2023 EOY Financial Summary Report dated January 29, 2024.

- a. Stay on Budget and continue to collect delinquent dues.

**Status:** *Collection of delinquent dues continued. In January 2024, delinquent dues totaled \$4,380. As of today, delinquent dues are \$4,589 (as of Nov 7). Instructed Windermere to enforce Resolution 1-2018 Debt Collection policy effective 5/1/2024. Placed a lien and followed up with pre-lawsuit demand for delinquent dues payment on a property. Partial payment has been received.*

- b. Replenish the 2023 (19,816) cost overrun to our Operating Fund.

**Status:** *Due to watching spending in certain areas, we were able to end up with a surplus of \$63,702 (as of Nov 6) in the operating fund for 2024. We'll need to spend some of this money next year to work on some priority tasks for stormwater pond maintenance and a backlog of tax returns and audits that still need to be completed.*

- c. Replace the money spent, (\$5,141) from the Reserves Fund.

**Status:** *We were unable to attain this goal as we'll need to set aside some money from the Operating fund in order to work on stormwater pond maintenance. The 2024 Reserve Study will include some recalculation of reserves needed based on additions and changes to our funded assets and this \$5,141.00 will be taken into account.*

- d. Provide more communication regarding how and why money is being spent.

**Status:**

- *More communication was provided in the form of 3 presentations: 1) Wetlands overview (ATSI); 2) Reserve study and reserve study asset status; and 3) stormwater management research as it specifically relates to the HOA's 6 stormwater ponds inspection and maintenance requirements.*
- *Distribution to HOA members of all 2025 bids the Board was considering prior to selecting contractors for the landscape, snowplow, and wetlands maintenance contracts.*
- *Provided detailed notes for the budget GL line items.*
- *Scheduled Town Hall Zoom meeting after adopting budget to answer questions prior to Annual General Meeting (AGM).*
- *Continued to be as transparent as possible about the budget and answer questions prior to Annual General Meeting (AGM).*

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- e. Review the Reserve Study to determine if all potential expenditures are covered.

**Status:** *This is currently in process but almost completed. A deep dive into the Reserve Study revealed a few assets that weren't covered in the reserve study (stormwater ponds and structures, street, landscape, wetlands trees, and shed replacement) and several more that were not fully accounted for or estimated as underfunded. The Reserve Study is currently being updated with this information.*

- f. Develop a Master Landscape Refurbishment and Maintenance plan where projects can be phased in.

**Status:** *In the early stages of planning. This item will be moved into our 2025 goals.*

### 2. Financial Performance (through October – the last available data)

- a. 2024 Budget (summary of key items/issues)

- Discovered prior year audits (2018-2023) and taxes (2018-2019) were budgeted but not completed. Windermere is working with the CPA to get this completed. Budgeting a higher than normal (\$11,215) in 2025 to complete the audits.
- Mulch with pre-emergent was applied to the Thornton Road and Rossie Lane landscape beds costing \$8307.71.
- Legal Fees: \$1989.36 of the \$2599.41 YTD will be reimbursed when settling the Lien pre-lawsuit demand filed against a homeowner for delinquent dues.
- Unbudgeted tree removed at front Thornton Road landscape bed \$487.50. Leaning over with poor root structure so it couldn't be straightened. Scheduled to replace in 2025.
- Landscape maintenance is under budget due to The Yard Man needing to take hours off for personal reasons and weather. Do not expect this in 2025 with Windwood, our new landscape maintenance contractor.

### 3. Community involvement/events

- a. Spring Clean Up. Another successful cleanup of trash from the wetlands and along the sidewalks took place last March. Thank you to the 21 community members who participated.
- b. Summer Blast event in August to celebrate the build-out of our subdivision. Our Ice Cream Social was successful with 48 households attending and 114 ice cream products handed out.
- c. Bullfrogs. Two volunteers from our community continue to reduce the American Bullfrog population (which is an invasive species) in our wetlands.

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### 4. Community and board accomplishments (not already listed under 2024 Goals)

- a. The new HOA board got up to speed on job responsibilities, contracts, financials, and learning Windermere's processes and software. They also split up contract management responsibilities and created a new HOA Board duties document that better reflects how the current board is working.
- b. A large trash debris pile that was noted in our Wetlands 2023 fall monitoring report was cleaned up. This has been noted as cleaned up with the expectation of silt fences being mostly buried from the Wetlands Monitoring Report year 5 recently received.
- c. Cutting of the invasive canary reed grass around newly planted cuttings in wetlands 16 was performed and noted in Wetlands Monitoring Report year 5 recently received.
- d. Remulching of the Thornton Road Frontage Common Area and the Rossie Lane Planter strip.
- e. The discovery of the need to maintain 6 stormwater ponds and associated structures in our common areas resulted in:
  - Correspondence and meeting with the City of Ferndale Stormwater Manager to discuss the current state of our stormwater system and how best to move forward.
  - Review of 6 years of City of Ferndale Stormwater Pond inspection checklists to determine priorities for clean-up work going forward.
  - Review of The Meadows CC&Rs and Stormwater Operations and Maintenance Manual to determine what the HOA's and each individual homeowner's maintenance and inspection responsibilities are for these assets.
    - Individual homeowners are responsible for the dispersion trenches associated with their property, if applicable.
  - Identifying and screening potential stormwater maintenance contractors to assist us with inspecting and maintaining our stormwater ponds. Providing a list of priorities of tasks that need to be completed to the short list of potential contractors.
  - Getting bids for the inspection and maintenance of the stormwater ponds (in progress).

Thank you to the two volunteers who assisted the board with the research and walk-through of the ponds with the City of Ferndale and the potential contractors.

- f. The discovery that Tracts R and P of our common areas have not been maintained by the HOA and will need to be factored into our landscape/wetland's maintenance budget.
- g. Addition of 2 No Access/Trespassing signs were added at the entrance of tract S and to the wetlands/stormwater pond access road at Chloe Ln.
- h. Gathered all historical records for the HOA into one central place. Creating digital files of paper content is in progress.
- i. Set up all board members access to Meadows Gmail account and AppFolio financials.

Submitted by:  
MFHOA Board of Directors