

2017 CCW Annual Meeting

Eugene Country Club

Wednesday, October 25, 2017

Members Present: 27 of 50 individual members; 15 of 27 households

Board President Duane Iverson calls meeting to order at 6:00pm

Duane introduced current Board members - Duane Iverson, Frank Blain, Dee Carlson, Jack Clark, Connie Redhead, Mike Layne and Dave Burtner.

Duane also recognized Judy Blain for her excellent job as Treasurer.

2017 Project Review

Street Tree Replacement Project

Duane indicated the 2016/17 tree removal and replacement project is nearly complete. He said 42 pear and maple trees were removed, the stumps ground and new trees planted. In addition, as part of the tree replacement project, uplifted sidewalk was removed and new concrete poured.

Pear tree replacements consisted of equal numbers of Japanese Tree Lilacs and Natchez Crepe Myrtles. Both of these trees produce white blossoms in the spring and should provide a nice sidewalk canopy as they mature.

Seven new Maple trees replaced the diseased ones that were removed. These trees, like the existing maples that were not removed, will eventually contribute to fall color along the street.

European Hornbeams replaced the four large pear trees that were in the lawn strip on the north side of the entrance to Sand Ave. Unfortunately these trees have been vandalized twice. The City of Eugene is aware of the problem, and, in the first instance, notified homeowners in the adjacent HOA whose homes abut the wall that runs along the lawn strip where the Hornbeams are planted. The City is aware of the second round of vandalism and indicated that would take additional action.

The pear tree replacements were usually planted in the same place the previous trees grew - in the lawn strip on the house side of the sidewalk. Some new trees were re-positioned for better placement and in other cases we did not re-plant either because an owner preferred to have fewer trees than previously grew near their house or because of a light pole or utility box nearby – locations where, according to the City of Eugene, trees should not have been planted in the first place.

Three of the newly planted trees did not survive. Friends of Trees, who planted all the new trees, will replace these three trees in the coming months at no cost to the HOA. They will also monitor all the new trees for another year and prune them where necessary. During tree removal and stump grinding, there was damage to many irrigation sprinkler heads and pipes. The stump grinding contractor had told us in advance that it would be impossible to avoid this damage. Duane and Dave repaired / replaced most of the broken irrigation sprinklers.

One remaining task in the tree replacement project is to landscape around the base of the maple trees. Right now we have a mix of hypericum ground cover (some healthy, some not) around the base of the large maples that were not removed. We have a rockscape around the base of maples that were replaced several years ago, and we have mostly bare ground mixed with hypericum around the base of the newly planted maples. The goal is to have a similar landscape around the base of all the maples. The Board has not yet decided on how to proceed. The 2018 draft budget shows \$3200 for landscaping the beds. This quote from A&K was for creating rockscapes (similar to the ones that already exist) in the beds associated with the new maple trees. No action will be taken until we make a final decision on the type of landscaping we want for all the maple tree beds. At that time we will get additional quotes.

Pond Area Clean-up

Duane reviewed the recent work done by A&K Landscaping to cut-down the blackberries and other vines growing along the bank of the pond. The goal of this project was to create several view “windows” to the pond for people driving or walking along Sand Ave. There was general consensus from the members at the meeting that the work has resulted in a significant improvement in the appearance of the park / pond area. Duane said the plan is to maintain the current look by incorporating pond bank maintenance into the general landscape contract. This will be a departure from the past where this area was cleaned only every two or three years.

Sweet Gum Tree Removal

Two large sweet gum trees at the rear of Marilyn Deaton’s house were removed. One tree was causing root incursion into the backyard of a home on the adjoining HOA and the other tree suffered severe storm damage that compromised the stability of the tree. Marilyn Deaton arranged and paid for the stump grinding of one of these trees.

East Side Fence Repair

Several sections of the wrought iron fence (behind Loomis and Richards homes), that forms the boundary between CCW and the Eugene Country Club, had broken welds and other damage. The damage may have been cause by landscape equipment sliding off the narrow, steep portions of lawn that run close to the fence and are the only way for equipment to access the common lawns. Temporary supports were added to prevent the fence section from falling to the ground. We hired a contractor to make welding repairs and re-attach the sections to the fence line.

Duane said the common area is supposed to extend 11 feet from the fence to the west. But over the years, shrub beds and other landscaping has been added and now the effective space

for this lawn strip, that crew and equipment use, is much less than 11 feet. It's not difficult to see how equipment could slide off this slope into the fence, especially in wet weather. While discussing the east-side fence, Sheri Hammerstad said young deer were getting into common area lawn and shrub / flower beds. She wondered how they were getting in?

Scott Wentworth said behind his house he had witnessed young deer jumping the fence to get in, but then they could not get out because of the steep slope going the other direction. He noted that he and Duane removed a small section of fence at the north corner hoping it would provide an exit path for the deer. Scott said it appears to be working.

Seasonal Flowers

Dee Carlson reviewed the planting and care of perennials and annuals at the corner of Sand Ave. Dee, Marlene Iverson, Connie Redhead, Mike Balm and Duane did this work. The total expense incurred this year was around \$300, far below the budget amount of \$1300. Dee said the perennials should continue to provide color and interest for years without added expenditure, but she anticipates adding some annuals each year. She said they also added plantings at the entrance of the HOA (corner of Sand and Pool). And, when the overgrown shrubs are cleaned out of the bed with two cherry trees at the corner where Sand turns north, that will be another good spot for some added flowers. Dee reported some of the most expensive perennials were stolen out of the ground last spring. Members at the meeting gave Dee and the committee kudos for how nice the flowers look.

Ground Water Problems

Duane noted that late last winter three homes discovered substantial amounts of ground water in their crawl spaces. The Gubrud/Swearingen's, Jinnah's and Theresa Ripley all did major work to remove water from their crawl space and to add sump pumps and/or ground water drains around their homes. Elaine said she did not know how long the water had been in her crawl space – a cable company worker discovered it. Mitch Hammerstad wondered if all the excavation work for the new development on the north hillside could be causing additional ground water to flow down into the HOA. Tom Maks said that because of a 12" drain pipe that was installed and connected to storm drains under Pool St, there should actually be less water than previously. Duane said one of the contractors working on the Jinnah house, speculated that the water table had simply risen perhaps because of the amount of rain that fell last year. Cordy Jensen wondered how many HOA owners had flood insurance? He noted when he originally got his construction loan, he was informed his house would be in the flood plain. Dave said that the county flood zone maps indicate that much of Sand Ave is outside the 500-year flood zone. However, Scott said when he purchased his house the mortgage company said he needed flood insurance.

Duane also said that for the last couple of years there has been water on the sidewalk at the west end of the Jinnah house (on Trap). This water was not a stream, but it was constantly there, summer and winter. Finally, Duane and Dave dug out the area to investigate. They could not identify the source of the water. However they installed a perforated drainpipe that connected to another drain running under the sidewalk and out to the street. That solved the

problem of water on the sidewalk. Duane noted this demonstrates how superficial the water level is in that area and probably in other areas of the HOA as well as evidence by water in the crawl spaces of several homes in the HOA.

2018 Landscape / Irrigation Contract

Current Contract Expires Dec. 31, 2017

Duane said the current A&K Landscaping contract, a 2-year contract, expires at the end of this year.

Duane explained that the Board, with the urging of some HOA members, decided this was a good time to see bids from other potential contractors to compare with a new bid from A&K for 2018. While there have been frustrations and challenges with A&K on some issues, we have had both success and some failure in resolving these problems over the past two years.

Duane went on to say we decided to use this request for bids as an opportunity to take control over the details of the contract. In the past, A&K has basically written their own contract by telling us what they will do, when they will do it and what the terms will be. Duane said we saw this as an opportunity to write into the contracts our own requirements.

Duane provided one example: The new irrigation contract will now include a weekly or bi-weekly (March through October) zone by zone visual inspection of the sprinkler system. The inspector will carry an irrigation controller remote (we own one) and turn on each zone to look for damaged sprinkler heads (which will be flagged to be fixed) and to determine if there are irrigation coverage problems or sprinklers so out of alignment that water is being wasted by going in the street or elsewhere. These issues can usually be corrected during the inspection by simply adjusting the heads with a wrench. The results of this inspection will be reported to Duane either with a phone call or email each week.

We hope this extra level of oversight will reduce wasted water and also help control brown lawns and / or soggy lawns. It will also hold the contractor accountable for keeping the irrigation system working efficiently. That said, we know that not all brown grass is caused by lack of water. The culprit may be nearby tree roots hogging the water or bad soil conditions preventing the water from penetrating. We also know that some soggy areas may not be caused by excess irrigation water. However, we think the extra irrigation system oversight will be worth the added cost.

The Board developed two contracts, one for Landscaping and one for Irrigation. Contractors will provide a separate quote for each.

Generally the contracts call for the same work that has been done in the past with a couple of changes in addition to one described above:

(1) We incorporated into the new landscape contract maintenance of three areas not in the current contract: the pond bank area (primarily blackberry control), the north end (just

beyond the fence, which is HOA property) and a previously unaddressed common area behind Elaine's house. In the past, all of these areas were addressed as special projects. Because each of these areas have been recently cleaned up, they are in a condition where periodic annual maintenance should keep them looking good and also be less expensive than having a big project when they become overgrown.

(2) We decided to make ALL lawn areas in the HOA part of the contract. Currently there is a confusing mix of most lawn care billed to the HOA, some small lawns, even if technically an HOA lawn, the responsibility of individual owners and other small pieces of lawn on owner property with owner responsibility. Currently, A&K bills individual owners for work they do on many of these small (technically HOA lawns). A&K does the maintenance on these privately billed lawns the same Thursday they have the crew on the street doing the main HOA lawn care. To clean up this confusing situation we decided to have the new landscape bids include every piece of lawn in the HOA.

Other than these changes, Duane emphasized that the details of both the landscape and irrigation contracts specifically address some of our main problems related to landscape and irrigation work in the past few years. The contracts also include language designed to hold the contractor to a higher level of accountability.

In October we met with five contractors, including A&K. Some of these contractors came via referrals from other HOA's. The Board will review to bids and select a contractor before mid-December.

Comments and Other Landscape / Irrigation Related Issues

Rod Johnson said the pond area has not looked as good as it does now since he has lived on the street. Others at the meeting voiced agreement.

Several at the meeting who have been long time owners in the HOA said they felt A&K was doing the best job of anyone over the years.

Tom Maks noted lawn areas behind his and Cordy's house has been excessively wet for the last 20 years.

Sheri asked if we could tell the landscape contractor not to mow areas when they are wet?

It was pointed out that if they don't mow, the grass would get long and unsightly and be more difficult to mow later.

Duane said that some of the irrigation oversight required in the new contract would hopefully reduce soggy areas. He also said that while we purchased a much better irrigation controller a year ago (one that includes a rain sensor) we are limited by the size of the irrigation zones in our efforts to fine tune the amount of water that goes on lawns. For example, a single zone may include lawn areas that are getting just the right amount of water and other areas that are soggy. If we reduce the irrigation time for that zone, we may solve the soggy lawn problem,

but then have a brown lawn problem in those areas that were previously getting the right amount of water.

Frank Blaine said we should tell contractors not to use large mowers on the smaller lawns.

Duane said the only access points for mowing equipment to get to the east side backyard common area lawns are a gate near Elaine's house and one at the extreme north end near Scott Wentworth's house that is accessed by going up Pool St and then right on the short road above the HOA property. Also, there are a couple of very steep, difficult to negotiate (particularly when wet) strips of lawn between the fence and homes that are set furthest back from the street on the east side.

While the north and south access points are the only options for equipment, A&K's crew has been walking between homes, where possible, to remove lawn clippings and yard debris. There is no common area between homes. Some homes have more space than others on these side yards. Duane said if we force the crews to haul the clippings to either the north or south end gates it will take more time (higher expense factored in the contract) and cause further damage to the narrow, steep slopes along the fence where they would walk. Our hope is that owners will accommodate the next contractor by allowing them to continue the practice of using the passage between some homes.

Mike Layne said that have had "a little bit of an issue" with work crews using the side of their property because the crew seemed to not pay attention to or care where they walked. He said he felt that if the crews show some respect for flower beds and foliage as they travel between houses, most owners would not object.

Elaine commented on how important it is for us to work with the contractor on this issue. She said if we don't allow the crews to walk between homes, that's added time for them and our costs would go up.

Peggy said if crews are careful (in the past they have knocked down plants) she and Fred are agreeable to crews walking along the north side of their house.

Frank Blaine suggests if we have an owner willing to allow crews to use their side yard, the HOA could pay for hardscape improvements to help minimize any property damage.

Duane said Alan of A&K told him some landscape contractors doing private work for homes in the HOA were leaving leaves and yard debris, that they had generated, in the street – presumably assuming A&K would pick it up. Duane said that it is OK with Alan for individual owners who are raking leaves to deposit them in small piles in the street, but if they hire the work done, their contractors should haul away the leaves and lawn clippings they generate. Duane asked owners to make sure their contractors understand this.

Cordy asked that the members be notified on the status of the new contracts.

Mike Layne said an email will go out as soon as possible with an update on the landscape / irrigation contracts and the finalized 2018 budget.

2017 Project Year-End Finances / 2018 Draft Budget

Note: both of these sheets are attached as the last two pages of these minutes.

2017 Project Year-End

Duane started by reminding everyone that we now construct our budgets and record expenditures based on Recurring Annual Expenses and Contingency Project Expenses. He then went through the numbers.

On the Recurring Expense side there was a balance forward from 2016 added to the total annual dues. In the expenses, the only item that is “projected” is the EWEB line where we still have the Oct, Nov and Dec bills to pay. The projected year-end balance is over \$10,000.

On the Contingency Projects side there was a balance forward from 2016 and no special assessment made in 2017. The balance forward amount of around \$12,000 was used for the items shown. Tasks with an asterisk were those items we budgeted for, but did not complete in 2017. There will be a year-end balance on this side of the ledger of over \$4000.

2018 Draft Budget

Duane explained that this budget is still a draft because we don’t know the 2018 contract amount for Landscape / Irrigation. The \$47,000 number is an estimate. We hope it will be lower, but this represents a \$10,000 a year increase over the past two years. We assume this is high, but we don’t know at this point. Once we award the contract, we will be able to finalize the budget and we will send it to all owners.

Frank Elsner noted that if the landscape/irrigation contract comes in around \$47,000, that brings the budget total for the Recurring Annual Expense side to almost \$55,000. Frank said he felt that the quarterly dues alone should cover the recurring expenses. Currently our dues total \$52,200. Frank said we should consider a slight increase in dues - \$25 a quarter – or whatever it takes to bring the dues up the same level as the recurring expenses. Frank asked, do we have to wait until next year to make this increase or should we do it now?

Duane acknowledged Frank’s point and agreed that the annual dues should cover the entire annual Recurring Expense side of the budget. However, he thought we should wait until we know the new landscape / irrigation contract amount. Also, we have enough money to get us through 2018 because of some balance forward for this year.

New Business

Security

Duane reported that Gayle Overgard, Board President of an adjoining HOA told him they still use a security drive-by service and the company told him they would add us to the nightly security detail for \$3900 annually.

Tom noted he hasn't been robbed since we got rid of security.

Mike Layne said for \$3900 we could install a good camera system.

Signage

Duane said that dog poop bags have been consistently deposited in the bushes near the bridge and the entrance to the HOA. Marcia Maks has pulled out many of these bags with her long reach grabber.

Duane had a sign made reminding people that the water under the bridge drains to the river and can be easily polluted so please dispose of the poop bags responsibly. Duane attached this sign to the bridge.

Meeting Adjourned: 7:05pm