

## **2018 CCW Annual Meeting**

*Eugene Country Club*

*Tuesday, October 23, 2018*

*Members Present: 21 of 50 individual members; 12 of 27 households*

*Board President Duane Iverson calls meeting to order at 5:50pm*

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 another year of excellent work as Treasurer.

## **2018 Project Review**

### *Street Tree Replacement Project*

Duane noted the street tree replacement project that was started in 2016 is complete. A combined 42 trees were removed from along Sand Ave. The majority of the trees removed were the original pear trees planted in the lawn strips on the home side of the sidewalk. In addition a dozen or so sick maple trees, planted in the strip at the corners of each driveway, were also removed.

New Natchez Crape Myrtle and Japanese Tree Lilac trees replaced the pear trees and new maple trees were planted where the sick ones were removed. European Hornbeam trees were planted (to replace the pears) at the entrance along the north side of Sand Ave.

Friends of Trees, a non-profit supported in part by the City of Eugene, procured and planted the trees. They also provided two years of oversight and pruning as well as advice on proper maintenance of the trees. In September, at the end of their two-year commitment, they aggressively pruned the Crape Myrtles which had such profuse blossoms that many trees were severely top heavy. The pruning was done to encourage growth in the structure of the tree. The hope is that by next year the trunks and branches will be strong enough to properly support the tree when in full bloom.

In September we had all new trees mulched by our landscape contractor, Thompson Landscaping, to help condition the soil and add nutrients.

### *Arborvitae Shrub Removal*

In early summer several homeowners reported brown arborvitae shrubs along the west boundary of the HOA. Initially we thought the dead shrubs were not getting enough water but because dead shrubs were in all cases adjacent to perfectly healthy shrubs on either side that theory seemed unlikely. We had two different arborists inspect the dead arborvitae for insects or disease. Nothing was found and neither arborist could explain the cause. Ultimately, we decided to cut down and remove the dead arborvitae this fall. We intend to have the soil tested as a last attempt to determine the cause. Then next spring we will replant with reasonably sized new arborvitae.

### *Maple Tree Planter Strip Cobbling*

The planter strips at base of all maple trees at the entrance to driveways have historically been landscaped with hypericum. When the sick maple trees were removed and stumps ground as part of our street tree project, much of the hypericum was uprooted. Even where maple trees were not removed, over the years this ground cover had often become thin and unsightly. In previous years (unrelated to our recent street tree renovation project) a few maple trees had been replaced. At that time it was decided to try a different approach to landscaping the planter strip at the base of the trees. Rock cobbles, accented primarily with decorative grass (a few perennial flowers were also added) replaced the hypericum.

When considering how to re-landscape the strips of the newly planted maple trees, the Board decided the best strategy was to follow the lead of the earlier work and cobble all maple tree planter strips (both new and old trees) to give a consistent look along the street. Thompson Landscaping did the cobbling this fall. The Flower Committee will research non-spreading decorative grasses and small perennial flowers to add accent to the rocks. This work will be done next spring.

### *Irrigation*

Duane called attention to the high cost of irrigating HOA lawns. We pay EWEB more or less \$7000 a year for water. In 2017 we purchased a new irrigation time clock controller. We have also attempted to monitor more closely all lawns for both excessively soggy and dry areas. There are 27 different irrigation zones in the HOA. A complicating factor has been the fact that most zones include at least two separate lawns. In some cases, we may find that one lawn in a zone has some very soggy areas and another lawn in the same zone is just right. If we simply cut back on the water to the zone to try to dry up the soggy areas, we may then be creating a problem of too little water to other lawn in the same zone.

We have been fortunate to have Matt, the head of the irrigation division at Thompson Landscaping, to help us solve some of the irrigation issues that have contributed to over-watering. Matt has identified and fixed cracked and leaking pipes (a couple of which may have been leaking for years), started adding lower volume sprinkler nozzles and put some zones on different unique programs (made possible by the new controller) – all designed to address soggy lawn areas. Next year we intend to continue this effort and try to eliminate the over-watering and reduce our EWEB water bill.

### *Gates*

There are seven gates that primarily provide landscape crew access to back lawns and irrigation areas on both sides of the street. Five of these gates were in disrepair. The principal problem was rotting posts which allowed the gate hinges to come loose. We had Thompson Landscaping fix these gates. Initially this “fix” amounted to moving the hinges so that the gates would operate properly. Ultimately, new posts will be needed, but for now all gates open and close and can be locked.

### *Lawn Aeration*

Duane said the 2018 budget included funds for lawn aeration for all lawns in the HOA. The main reason for aeration is to alleviate soil compaction. The holes made in the lawn during aeration allow air, water and nutrients to get to the roots.

Frank Blaine noted that it had been at least five years since we last had the lawns aerated.

Duane said he had been told that ideally aeration should be done every other year. The fact that we have not aerated for several years may be contributing some of our soggy lawn problems. Thompson's will aerate all HOA lawns before the end of October.

Frank said he thought some lawns also needed de-thatching.

Duane said according to Thompson's not all areas need de-thatching, but that we should consider it for a few lawns. Duane said that we will look at a de-thatching project next spring.

### *CCW Homeowner's Guide*

Duane said he received a request from Catherine Crabtree a couple of weeks for a copy of the CC&R's. Rod and Catherine are selling their house, had a potential buyer and the real estate agent wanted the CC&Rs for the prospective new owners. Duane said this request prompted him to review both the CC&Rs and the Homeowner's Guide that was put together and last distributed in 2012. Some of the information in the Guide was out of date (eg. current board members). Duane said he will propose to the Board that we review and update all documents in the Homeowner's Guide. We will also add documents such as the Solar Guidelines that have been developed in recent years.

Duane noted that when a home in the HOA is listed for sale, we need to have a mechanism that ensures both the current owner and the listing real estate agent has a current copy of the Homeowner's Guide.

### **2018 Projected Year-End Expenses and Balance** (attached to these minutes)

Duane said the Funds available for 2018 included a \$16,512 starting balance in our checking account on Jan 1, 2018. This was our carry forward surplus after all 2017 invoices were paid. Added to this amount are the annual dues of \$52,200 for a total of \$68,712.

Duane reviewed the expenses, both paid and anticipated, through the end of the year.

Of note, in the Recurring Annual cost section of the financials, the Thompson's landscape contract, new for 2018, was significantly lower than what we had been paying A&K and much lower than either the A&K and Rexius bids for 2018. In addition, Thompson's did not start the contract in 2018 until February, so there are only 11 months of payments for this year. This is a 2-year contract, and next year we will be paying for the full 12 months. While there have been communication issues and adjustments during this first year with a new landscaper, in general we feel positive going forward. In particular, the irrigation personnel

and expertise is a significant improvement over what we experienced with A&K. As noted earlier in these minutes, EWEB water costs are significant and we will continue to work with Thompson's irrigation lead, Matt, at ways to reduce them while still keeping our lawns looking attractive.

In the Projects / Contingency category of the financials, the costs shown are for most of the items Duane covered earlier in the meeting.

The projected year-end balance is \$22,595.

### **2019 Budget** (attached to these minutes)

Duane noted that the actual 2019 Starting Balance (shown now as the \$22,595 year-end 2018 balance) will be the amount in the checking account after all 2018 invoices are paid. We expect that amount to be very close to our projected number.

Recurring Annual budgeted expenses are very close to the actual expenses for 2018 with the exception noted earlier for 12 months of landscape contract billings compared to 11 months in 2018.

Project / Contingency budgeted amounts are based on 2017 expenses for Irrigation Repair and Supplies (a variable expense not included in the landscape contract) or on quotes we've received for the other projects listed. There will likely be additional unanticipated projects that arise in 2019.

### *Motion*

*A motion was made to approve the 2019 Budget. There was no discussion.*

*Vote was called and 2019 Budget passed with no dissenting votes.*

### **New Business**

#### *Street Flowers*

Darlene commented that the street side flowers were “over the top” this year and gave kudos to the Flower Committee.

#### *Sweet Gum Tree Removal*

Darlene noted that the sweet gum tree in the HOA common area behind Cordy and Polly's home was removed. The cost of removal was paid privately.

Cordy said he paid \$2000 for the removal. He said he tried to keep the tree “going”, but eventually decided that removal was necessary. He said the tree should never have been planted there. He asked the HOA to reimburse him for 50% of the cost.

Duane said no one contacted him about removing the tree. He said the first he knew about it was when Peggy called to ask why a section of fence was down and a truck was driving from the country club side to the HOA property.

Cordy said he brought up this issue at the 2016 annual meeting and was given approval.

Peggy said she remembered something about this issue at a previous annual meeting but that was two years ago and nothing happened. She said she was not opposed to the tree coming down but she confirmed her “shock” when she saw a truck driving onto the property. That is when she called Duane.

Duane said the process we have in place is for owners to first check with and get approval from affected neighbors when they want a tree in the common area removed. Then to contact the Board for final approval. If funds are available the HOA will pay all or some of the removal costs. If funds are not available, the removal can be paid for by the affected homeowner(s). He said he was never contacted by Cordy or any of the other affected owners that the tree was being removed.

Cordy reiterated he was given approval at an Annual Meeting.

Several other members added that they remember the issue being discussed.

Duane said, as an example, John and Sandy Franklin had contacted the him about a sick maple tree behind their house. They wanted the tree removed. Duane said arborists confirmed the tree was sick. Duane told the Franklins he was uncomfortable committing available funds earlier in the year and told them they could pay for removal if they did not want to wait. The tree was not removed and as the finances showed we had the funds, Duane informed John and Sandy that the HOA would removed the tree this fall.

Duane emphasized the importance of all owners following this process for owner-initiated projects involving a common area.

*Motion*

*Larry made a motion for the HOA to reimburse Cordy for half the cost of the tree removal.*

*Motion was seconded.*

*Mike Layne asked how much Cordy wanted? Cordy itemized the costs.*

*Mike Layne asked Cordy is \$1000 what your are asking for.*

*Cordy said yes.*

*Vote was called and the motion passed without dissent.*

*Dues*

Duane asked Judy about the status of dues payment for the fourth quarter. Judy said all dues had been paid with one exception.

Duane gave a reminder that all dues should be paid by the 10<sup>th</sup> for each quarterly payment.

*Animals*

Sheri asked if others have noticed animals, other than neighbor pets or the deer, on the east side? She said her cats seem spooked and have resisted going outside at certain times of day.

Coyotes, fox (sighted at the Country Club) and raccoons were all suggested as reasons here cats might be wary.

**New Board Member Election**

Duane said Jack Clark will leave the board at the end of this year. The board has nominated Donna Richards to take Jack's place.

Duane asked if there were other nominations. There were none.

*Motion*

*To accept Donna Richards for a Board member position starting January 1, 2019.*

*Motion was seconded. No discussion.*

*Vote called and motion passed without dissent.*

*Meeting Adjourned: 6:40pm*