

2020 CCW HOA Annual Report

This annual report, approved by the Board, takes the place of our normal annual meeting. We hope to be all together at the Country Club next year.

Condolences

We'd like to begin by acknowledging the loss of two of our long time friends and neighbors - Gretchen Plath and Gay Wentworth. Our condolences and best wishes go out to Paul and Scott.

Updates

Thanks - To Elaine and Arlen for hosting the annual HOA get together. This event provides a great opportunity to visit/meet neighbors you may only infrequently see on the street. We're a small HOA, and activities like this really help establish a strong community. Thanks again.

Member Directory - Please review the 2020 CCW Member Directory. If updates or changes are needed email Dave Burtner - dburtner@gmail.com

Quarterly Dues - Judy Blain has been able to retire - finally! Quarterly dues notices will be emailed (or hand delivered) about 10 days prior to them being due. Submit your dues check to me or Dave Burtner. Thanks again to Judy for all your years of service to the HOA and for assisting us with a smooth transition.

If you have not yet visited our HOA website, we encourage you to do so at www.countryclubwest.org. The primary purpose of the website is be a repository that allows easy access to all key documents related to the HOA. You can download the Articles of Incorporation, CC&R's, Neighborhood Guide, Tree Removal Guidelines and other documents related to the legal structure and policies that govern our HOA. With a password - "27homes" - you can also download the most recent directory, budget and annual meeting minutes. In addition, another function of the website provides interesting or useful information such as the early history of the HOA including old photos, HOA maps and a growing list of contractors neighbors have used and recommend. The site costs the HOA less than \$75 a year.

Meeting Agenda / Topics for Discussion:

A review of our current budget situation - both current and projected will follow this general discussion.

I'd like to start with a review of the major expense line items in our annual fixed costs - landscape maintenance and irrigation.

Recurring Annual Costs

Landscape Contractor - Rexius will soon be completing the first year of their current one year contract. I think the consensus - at least from what I've heard, is that they are doing a great job. From my perspective they have been wonderful to work with. The crew's are professional, approachable and proactive. I think our lawns have not looked this good in a number of years. I recently contacted Rexius about a possible extension through next year. They are willing to continue to provide the current service at the current price. The Board of Directors has voted to continue with Rexius as our provider. Costs will be discussed in Budget presentation.

EWEB Water Bill - This represent our 2nd highest cost yearly. Currently we're on a par to spend the about the same amount as last year - \$6,800. We've tried to do a better job managing the frequency and duration of watering this year. We continue to learn new things we can do with our time clock. Some of the challenges we face as we try to fine-tune our watering includes large open areas with full sun, small pass-ways behind homes - some in sun, some in shade, most sloped, many influenced by adjacent home-owner irrigation systems. But, we're slowly making progress. Rexius has provided important technical assistance.

The landscape contractor and EWEB represent most of our fixed costs - known costs that will reoccur annually. The following discussion reviews planned and unanticipated projects in 2020 - think occasional tree removal, broken irrigation head or pipe repair, etc. - that fall outside our recurring costs.

Special Projects

1. We have two sidewalk uplifts/hazards that will need to be addressed. One uplift is occurring at #735 Sand and the other at #770 Sand. Initial indications were that once the buckled sidewalks were removed the offending tree would need to be removed and the stump ground. In more recent conversation with Scott Altenhoff - one of the city's urban foresters - an alternative was proposed. We can remove the sidewalk, the city will come in and trim the offending roots and treat those roots so they can't cause further problems. The city will then re-pour the sidewalk. We don't have many mature maples anymore, so to be able to save the trees while also addressing the hazard is a plus. We share the cost of this sidewalk repair with the city. Our obligation should be about \$2,000.
2. We've had a partially blocked surface drain for the past year or so at #795 Sand. During heavy rains the drain has backed up causing minor flooding into the garage at #795. We've had the drain line "jetted" twice in the past year. In both cases the "jetter" was unable to clear a blockage in the drain line just before it got to the street. This corresponds to a spot almost directly under the big Maple

tree located in the planter strip. You may have noticed a couple of white paint marks on the sidewalk under which the drain line travels. The initial proposed fix would have required removing the sidewalk, removing the tree, excavating down to about 6 feet and executing a repair. This would have been an expensive project - one that would have put a substantial dent in any reserve we've established. Good news to report - a couple weeks ago I met with a tech from a Rooter company that utilized a blade rather than a powerful stream of water. After a couple of hours he was able to get through whatever was blocking the drain (it was probably a combination of tree roots and impacted soil) and open the drain line. This result saved the tree and the considerable cost involved in the alternative solution.

3. I've asked Rexus to address the only planter strip that was not "cobbled" with river rock a year or two ago. Rexus will be removing the hypericum, remove soil down approximately 6 inches, install a vegetation barrier, and "rock" the planter strip at #750 Sand. Cost will be approximately \$530.
4. We've asked Rexus to lay hemlock bark mulch around all our new street trees. This should help maintain moisture in the summer, and help control weeds. In addition they will be applying the bark to the HOA flower beds on the corner of Sand by #795 and #780 Sand. In addition bark will be applied to the flower beds at the corner of Sand and Pool. Cost \$1184.
5. Our Crape Myrtles have been spectacular this fall. But some have become quite "leggy", top heavy and susceptible to ice damage. I've asked Rexus to prune these so they are less vulnerable this winter. Cost should be minimal.
6. There may be other unanticipated projects that come up between now and the end of the year, but these are the projects we've been focused on.

Financial Report

We will review the 2020 financials here but you can refer to the details in the 2020 Budget / Expense report at the end of this document.

2020 Financial Summary

2020 total HOA expenses have been almost identical to our 2020 budget. We will have a balance forward to 2021 estimated at \$24,827.

One of our goals has been to have the funds from annual dues cover the Recurring Annual expenses. In 2020 our annual expense total will be about \$47,084 and our dues bring in \$52,200.

We have had no increase in dues or special assessments for 5 years.

2020 Funds Summary

- \$26,382 balance forward from 2019
- \$52,200 annual dues
- \$100 payment from a neighbor who contributed to the cost of removing a tree

****Total available funds for 2020: \$78,682**

2020 Expenses (projected year-end)

- \$47,084 annual recurring costs
- \$6,771 special projects and unanticipated repairs

****Total expenses for 2020: \$53,855 vs \$53,874 budgeted**

Discussion

Recurring Annual Expenses

Landscape Contract

A significant change from the previous two years was the hiring of Rexus as our lawn and landscape contractor. The 12-month contract with Rexus is for \$40,884.

While the cost of having Rexus take care of the grounds, which includes all lawns and all HOA beds, is higher than what we paid in previous years, we think the result has been exceptional. Not only do the grounds look more attractive than any time in recent memory (many CCW neighbors have said so) but the working relationship between Duane and the Rexus staff has been beyond our expectations. Where with previous contractors we had to constantly point out problem areas in lawns, with irrigation and with un-managed HOA trees and shrubs, Rexus sees and fixes the issues without us needing to send multiple emails make phone calls before getting any action.

EWEB Irrigation Water

The EWEB bill is the other major expense item in the Recurring Annual expenses. In 2020 the \$6830 expense was very similar to 2019 but slightly higher than our ambitious budget amount of \$6500. Each year our goal is to try to reduce our use of water without a significant impact on the appearance of the lawns. The water bill is affected both by the weather and our management of the irrigation controller.

Irrigation controller settings are managed jointly by Rexus and us. We have tried to find a balance between cost of water and the “green” appearance of the lawns. When we get the occasional summer rain or cooler weather we will reduce the irrigation time. In addition we have been more aggressive in changing sprinkler head types and nozzle

settings to address different lawn conditions. For example, within one irrigation zone, 35 minutes of irrigation time on lawns behind our homes may be about right for most of the lawn, but result in too much water for a portion of the lawn. By changing individual sprinkler heads or nozzle settings we can reduce the amount of water used (and the soggy conditions) in that portion of the lawn. We hope these kinds of strategies will keep our EWEB water bills under control.

Special Projects / Contingency Expenses

Irrigation Repairs

In recent years irrigation repairs have been about \$2000 annually. These costs are incurred when we need to damaged sprinkler heads repaired or replaced or when irrigation lines break, often due to tree roots. Rexus does most of the repair work and bills us on time and materials.

We've had fewer irrigation repairs (and expense) in 2020 partly due to luck and partly to the lower impact mowing with 24" walk behind mowers used by Rexus on most of our lawns.

Trees and Special Projects

In 2020 we experienced the usual mix of tree removal (2 trees), tree limb maintenance and street tree pruning. We usually get bids from two or three different arborists that we have used at various times over the past few years.

We also needed to address and spend money resolving one difficult storm drain problem discussed elsewhere in this report.

The Board made a decision this Fall to have hemlock bark mulch applied to the base of our street trees and the HOA shrub and flower beds. We will also try to repair a couple sections of raised sidewalk before the end of the year.

2021 Budget

The 2021 budget, approved by the Board, is found at the end of this report. The budget is nearly identical to 2020 with a couple of minor increases.

Financial documents with budget and expense details are included in the following pages.

This concludes the 2020 CCW HOA annual report.

2020 Financial Report

Funds		
2020 Starting Balance	26,382	
2020 Dues @ \$450/qtr	52,200	
Non-CCW Neighbor Payment*	100	
Total	78,682	
Budgeted Expenses	Actual Expenses	
	(Estimated Year-End)	
Recurring Annual		
Lawns & Landscape	40,884	37,477
Irrigation Start-up/Shut Down	1,000	600
Seasonal Flowers	500	266
EWEB – Water	6,500	6,830
Legal	300	300
Accounting	350	380
Insurance	800	897
State Corp. Fee	100	100
Annual Meeting	700	-
Office / Online Resources	100	234
Total Annual Recurring	51,234	47,084
Projects / Contingency		
Irrigation Repair/Supplies	2,000	793
Tree Work: 795/785 Sand	640	640
Tree Removal/Prune Trees		568
Spray HOA Shrubs		304
Fence Repair		63
Storm Drain Clean-out		680
Bark HOA Trees & Beds		1,184
Ground Cover Removal		539
Sidewalk Repair		2,000
Total Projects	2,640	6,771
Total Expenses	53,874	53,855
Estimated Balance Forward to 2021		24,827
(Funds minus Actual Expenses: 78,682 – 53,855)		

*Neighbor contributed to tree removal cost

2021 Budget

Funds

2021 Starting Balance	24,827
2021 Dues @ \$450/qtr	52,200

Total	77,027
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Budgeted Expenses

Recurring Annual

Lawns & Landscape	40,884
Irrigation Start-up/Shut Down	1,000
Seasonal Flowers	350
EWEB – Water	6,800
Legal	300
Accounting	380
Insurance	900
State Corp. Fee	100
Annual Meeting	700
Office / Online Resources	250

Total Annual Recurring	51,664
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Projects / Contingency

Irrigation Repair/Supplies	2,000
Tree Work / Removal	2,500
Spray HOA Shrubs	315

Total Projects	4,815
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Total Expenses	56,479
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