

## **2022 CCW Annual Meeting**

Eugene Country Club  
Thursday, October 22

*Members Present: 36 of 46 individual members; 21 of 26 households (1 house empty, for sale)*

### ***Board President Duane Iversen called the meeting to order at 5:40pm***

Duane acknowledged and thanked Elaine for hosting the annual neighborhood gathering and Marilyn for hosting "Ladies of the Hood".

Duane introduced new members of the HOA:

- Jerry & Cheryl Musial - #665 Sand Ave
- Judy Charbonneau - #715 Sand Ave
- Erik Finrow - #650 Sand Ave

In addition Duane gave an update on neighbors no longer living on Sand Ave:

Bill Wiswall - now at The Springs, memory care  
Paul Plath - moved to Phoenix, Arizona  
Lydia Christian - now in memory care  
Tim & Kara DeReuter - moved to Lubbock, Texas

Duane reminded members that annual meeting minutes since 2015 can be read or downloaded from the CCW website: [www.countryclubwest.org](http://www.countryclubwest.org). The website also has our CC&Rs, the Neighborhood Guide, early CCW history and other HOA documents that can viewed and downloaded. In addition, you can view a long list of contractors neighbors have hired and recommend for various home repairs or renovations.

With the HOA irrigation system turned off, Duane reminded members it was time to turn off private irrigation systems. In addition, he noted that back flow devices are registered with the City of Eugene, and they need to be tested annually at this time of year. Normally each household hires a contractor to turn off and drain their in-ground irrigation and check the back flow device. There was a brief discussion of having the HOA hire a contractor to do all the private home irrigation systems at the same time. Most members agreed that since they were already using their own contractor, their preference was to keep it that way.

## **2022 Financials**

Duane began the financial review for the current year with a review of terminology used in our budget and expenditure documents.

Our annual budget is divided into 3 sections:

- Fixed / Recurring Expenses
- Contingency / Special Projects Expenses
- Reserve

*Fixed / Recurring* costs are the expense line items that recur every year. Examples include: landscape & turf grass contract, EWEB water, insurance and accounting (tax returns).

*Contingency / Special Project* costs include unanticipated and planned project expenses. Unanticipated costs can be irrigation system repairs, winter storm clean-up, trees that need to

be removed, and storm drains that require cleaning. Planned projects include gate repairs, lawn aeration and similar projects that do not happen every year.

*Reserve* is a dedicated amount of funds we hold separate from our other expenses. The Reserve might be used for large, unexpected expenses. Currently our Reserve Fund target is to maintain a balance of \$25,000.

**2022 Budget vs. Expenses** (see attachments included in the email with these minutes)

*Fixed / Recurring Expenses* - Our 2022 budget total is \$55,409. We anticipate actual expenses at year-end to be \$54,201. This reduced amount compared to the budget was primarily due to lower EWEB water bills for irrigation. The wet spring delayed our normal May / June irrigation schedule.

*Contingency / Special Project Expenses* - Duane explained the following expenses.

- *Irrigation repairs*: We had 4 zone control valves fail. This is unusual compared to past years and is indicative of the age - 30+ years - of our irrigation system. Normally irrigation repairs consist of replacing sprinkler heads or nozzles which are not expensive. Control valves are expensive and require more labor to install. We budgeted \$1500 for irrigation repairs in 2022. We spent \$3626. We anticipate higher irrigation repair costs going forward and have budgeted accordingly for 2023.
- *Arborvitae replacement*: The west side boundary of the HOA is lined with arborvitae shrubs that were planted around 15 years ago. 10 of these arborvitae died and needed to be replaced. This required cutting out the dead shrubs, grinding the stumps and replanting smaller (6 ft.) arborvitae. We also had the contractor who did the work remove a small tree and invasive ivy on HOA common area. The total cost for this work was \$1260.
- *Lawn aeration*: We had all our front lawns (excluding back lawns and pond area lawn) aerated. This should improve the appearance of the lawns and reduce irrigation requirements. The aerated lawns included sidewalk strips and lawns in the driveway areas. Cost: \$1800.

Duane noted that two items in the Contingency / Special Project section of the 2022 budget - gate post replacement and storm drain cleanup - were not done. We are still in the process of assessing the best and least expensive way to upgrade our gates that provide access to back lawn areas on both the east and west sides of the street. We have budgeted for this project again in 2023. The storm drains performed well in 2022 and did not require clean out. However, we have included that line item again in our 2023 budget as a possible expense.

**2023 Budget** (see attachments included in the email with these minutes)

It's no secret that costs for virtually everything are going up. Rexius increased our Landscape & Turf Grass contract for 2022 and added another 3% increase for 2023. We have applied a 3% increase for a number of line items in both the Recurring and Contingency sections of the 2023 budget. We will have a Reserve balance of approximately \$29,000 at the end of 2022. This amount will carryover to 2023.

The 2023 operating budget (including both Recurring and Contingency / Special Project expenses) is \$81,219.

Historically the Recurring expense section of the budget has been covered by our \$450 per lot quarterly dues (total annual dues \$52,200). The last couple of years our Recurring expenses

have exceed \$52,200. The carryover balance from prior years in addition to periodic assessments have covered the higher recurring expenses.

Duane said we have not raised the dues for many years. He asked what the members thought about increasing our dues to cover the higher recurring costs?

Cordy voiced his support for increasing the quarterly dues.

Willa asked how many years has it been since dues were raised?

Duane said we have had the \$450 per quarter dues amount (per lot) for at least the last 10 years.

Jerry noted there is an Oregon statute for HOAs that says the recurring/fixed operating expenses need to be covered by the member dues.

*\*Motion* - Frank made a motion to raise the quarterly dues to \$500 starting the 1st quarter of 2023. Motion was seconded.

Duane asked for discussion.

Steve said his preference is to raise the dues, especially if it reduced the frequency of special assessments.

Tom said if the finances are OK through next year, do we really need to raise the dues.

Duane noted that we will likely need to have another assessment in January 2024 because our projected year-end in 2023 will be below our target Reserve of \$25,000.

Bill said we should just let the Board decide on the dues.

Duane called for the vote on Frank's motion. Motion passed with no dissent. The quarterly HOA dues will be \$500 per lot (\$1000 for double lots) starting in 2023.

## **New Business**

### *Reserve Fund*

Willa asked if the target \$25,000 Reserve amount is written down?

Duane said there was a discussion of the Reserve fund at the 2021 Annual Meeting. The contents of that discussion can be found in the 2021 Annual Meeting minutes. The Board the recommendation at that time was a target of \$25,000 to \$30,000.

### *Landscape Issues to Address*

Frank said he has seen irrigation sprinklers still coming in the rock bed sections along the street. He thought they should be shut off. Duane said we would check all rock beds and make sure the sprinklers are capped.

Leona said a large cedar tree branch at the south end of the street hangs over the sidewalk. It needs to be cut back.

Duane adjourned the meeting at 6:15pm.