

HOA Board Meeting July 2, 2022

Present:

David Spinney, President
Valerie Atchison, Secretary
Jeanne Hoadley, Board
Bram Larrick, Board

Minutes for June meeting accepted.

Landscaping

Landscaping Committee:

So far, this is an unofficial committee operating in an advisory role, do we want to make it an official committee?

-current members: Erin, Kat, Valerie. Tia will offer input, but is not a member.

-this committee will draw up a list of tasks for the landscaping service for the purpose of negotiating a contract.

Irrigation

-how do we get homeowners to irrigate the plants and trees in the common areas not on the HOA's irrigation system? We need to ensure that the CC&Rs and Rules and Regulations reflect the responsibility of the homeowner to maintain the plantings.

General landscaping issues:

-clearing sidewalks of planting overhangs

-bark removal is almost complete

-Edgar will lay weed cloth in the alley on Wednesday, placing pebbles will be done later.

-We need to choose which pebbles to use. Leave Your Mark has a better price of \$50/cubic yard. Edgar will be able to distribute the pebbles for the alley and the parking strips (as a fire wise replacement for the mulch).

-Edgar will continue with mapping the irrigation system, and determining what areas are watered by the HOA. The drip systems in the parking strips are really poor according to Bram, perhaps Edgar can take care of that. The irrigation lines need to be in good repair before the pebbles go in.

-two systems in the irrigation control box are not yet being used. Perhaps a hose bib could be installed in the park area.

-Edgar and his brother will bid for the landscaping contract. They would be able to combine landscaping plus irrigation maintenance.
-currently the R&Rs state that the level of the dues should be commensurate with the size of the front yard that is tended by the landscaper. This language should be revised to reflect the flat fee that is currently levied, since the yards don't vary by a substantial amount.

Status of move to Key Bank

-The R&Rs require a Reserve Account, therefore we need to set up a savings account for this purpose. David Spinney, Elaine Yates, and Valerie Atchison will be the signers for the savings account.

Traffic concerns

The City has installed a new one-way sign on the alley; the street markings will be repainted to improve visibility.

Fireworks

The fireworks prohibition notices have been posted on the mailboxes

Search for a Bookkeeper

We need a bookkeeper who will, preferably, use QuickBooks. Bram is gathering referrals. Elaine should be able to estimate how many hours a month the job requires. Bills can be set up on AutoPay; the bookkeeper should balance the accounts, issue checks, and send out invoices for dues.

Amending CC&Rs and Rules & Regulations

An attorney is needed to sign off on the finalized documents. Several items in the documents are no longer applicable such as those relating to commercial business and the developers' former sales office on site. The documents should be amended to reflect more awareness of fire safety and to encourage water-wise planting. Can we save money by hiring a paralegal to do the paperwork and having the resultant documents vetted and signed off by an attorney? Would Evan have a recommendation for a paralegal? There may be the need for a one-time assessment of the property owners to fund the legal advice. Bram will look into the Rogue Valley HOA support group.

Noise and other disturbances

Noise, e.g., barking dogs, can be deemed a disturbance regardless of time of day. Residents may not be aware of the Rules & Regulations—how best to ensure that all residents are aware of the R&Rs. If someone is being bothered, the R&Rs state that initially, the neighbor needs to have a neighborly discussion to resolve the situation before involving the HOA.

Owners' Roster

The roster needs to be brought up to date. Properties have changed hands and the HOA has not been informed. It would be useful to have the rosters reflect whether the occupant is the owner or a tenant. Elaine has a Clearview email address. David will contact her for that information. Elaine as previous President, sent property owners' updates to the Secretary and to Bram in order to update the contact list.

Communication with residents

David would like to communicate as much as possible via email and the website.

Valerie proposes delivering another hard copy notice to each door to remind people to check the website for updates and contacting the Board, also a reminder to read the CC&Rs and R&Rs, and to remind people to monitor the health of the parking strip plantings and trees.

Meeting adjourned