

Clearview HOA August 5, 2023

Present

President: Bram Larrick

Treasurer: Kat Garrido

Secretary: Valerie Atchison

Director: Evan Archerd

Director: Erin Douglas

Previous Minutes accepted with one exception mentioned by Kat: "The first violation notice has no penalty and is the 'friendly note' Valerie wanted sent. No details were agreed upon as to the process or content of an additional notice."

Next meeting to be held on September 9, 2023, due to the holiday weekend.

Best practices for Board communications

Is Google Docs or an email thread better?

Erin replied that Google Group is good because it emails the entire Board, and Google Drive is where we save our important documents in files. Google Drive allows us to maintain a history and it allows for editing; Google Sheets provides a site for spreadsheets, etc. These options also provide comment fields.

Kat noted that Google Docs provides an editing history.

She asked Erin if she could provide a short outline as a reference for using these Google Drive options.

Valerie asked if financial documents can be posted on the website in this format.

Bram noted that one homeowner had asked for the financial reports and at this time we have only the P&L from Walsh covering 2023 in an accessible form. The homeowner said that was sufficient.

The P&L from Walsh comes in PDF format, and Bram volunteered to post this on the website.

Kat suggested this be put to a formal vote:

A Motion was made that we use Google Drive for communications and that Google Drive will also be used as document storage and a collaboration tool.

The motion was carried unanimously.

A second Motion was made to post quarterly financials on the website, to be replaced by the annual report when available. The motion was carried unanimously.

Walsh Performance

Bram was concerned that the current landscapers had not been paid. They had invoiced 2 weeks ago, and turnaround was supposed to be 10 days on their bill. The landscapers stepped up to fill the gap left by the early departure of Edgar, leaving the HOA without yard and park maintenance in high season.

Kat said that Walsh is closed on Fridays, and they have specific disbursement dates, and it is not every week, that most invoices have a 30-day turn-around. Kat will call Walsh to clarify.

Evan had also had some communications problems with Walsh lately, which is not the experience he has had before. They have typically been very responsive.

Erin suggested that they post an “out of office” response on days they are not available. In general, she has found Walsh to provide solid service.

Member List

Walsh maintains the Member List, however, we should have a current copy on hand for Board use.

Communications with Walsh seem to have gotten complicated with several people contacting them. Originally it was decided that a point person be responsible for contacting them in order to avoid confusion.

A Motion was made that Kat continue to be the Point Person with Walsh.

Motion carried unanimously.

Kat will clear up the apparent miscommunications issue with Walsh.

Treasurer’s Report

Delinquent payments add up to over \$3K, and the chronic ones have increased by \$600.

Two properties on Poppy Bay are in line for a lien, the largest outstanding balance is for \$1,121.

Violations

None outstanding.

However, many properties are not storing their garbage cans properly. Bram feels that we can wait on the garbage bins until we

have resolved the landscaping and dues increase issues, so as not to distract members from the more pressing issues of landscaping and dues. Members need consistency in communications.

For now, we can send an unofficial friendly email to people to remind them to water their yards and street trees, and wait to send an official friendly email.

Kat made a motion that there should be a timeline on violations.

The Violation Process has been suspended for the next 90 days by unanimous vote. No violations are to be issued during this time period. Before the Violation Process is activated, the Board will revisit this issue.

Water bill

There has been no change from the last meeting.

Groundskeeping

Vote: at this point, 21 have voted for Full service, and 3 have voted for Basic service.

Bram noted that this is a survey and not a vote for landscaping service level, in anticipation of having to raise the Dues. He will draft a letter for the members to clarify why the Board believes that an increase in Landscaping service will be beneficial to the community. In the previous meeting, Tony and Peggy Rosca suggested that members' dues might be adjusted to reflect how much landscaping their individual yards receive. The Board has discussed this before since each yard is different, and some yards are xeriscaped, not needing mowing. We discussed encouraging people to remove their lawns and replace with water-wise landscaping since water issues are very likely to continue. If Clearview has fewer lawns and more water-wise plantings, we may be able to reduce the landscaping burden, which could reflect favorably on the amount of the dues. Evan has had experience with trying to "customize" dues to size of yards, and has found that adjusting rates according to size of yard is "a nightmare". It would be very difficult to create an equitable metric to determine the difference in each yard's individual use of landscaping, every yard in Clearview is different. It is very important to consider the appearance of the entire neighborhood, including the common areas—this affects everyone's property values to have a pleasant and well-maintained neighborhood. We all benefit from our neighbors' nice yards, and our pretty park. It is paramount to be

equitable and fair, which includes maintaining everyone's property values.

Bram will get in touch with Tony and Peggy regarding their suggestions and concerns.

The previous landscaping service did not control the weeds, trim the bushes, appropriately maintain the irrigation systems, nor keep the lawns mowed sufficiently well. Unfortunately we now have to make up for that. At this point, we need major irrigation repair and maintenance, which is expensive. A dues increase is necessary in order to meet the requirements of the governing documents. The Reserve Fund may not be used for regular maintenance and repair.

Swing set

The swing set for the park remains to be installed. The initial donor has offered to make up the difference needed to get it in place as long as he can vet the sturdiness and safety of the set. So far we have \$900 in donations. The insurance company requires safety matting underneath the set.

Bram made a Motion to move ahead with installing the swing set. It should be galvanized steel, strong enough to handle a couple of adults.

Motion carried unanimously.

Bram and Erin will research for a local company to deliver the set and the cost of safety mats.

Erin noted that Oliva Landscaping does minor concrete work and they may be able to install the swing set.

Forest and Derek , our temporary landscaping team, continue to mow and blow, and are doing weed whacking when time allows. They have a great attitude, and they are learning as they go.

Park Benches

One of the benches is broken and might be hazardous and needs to be removed soon.

Motion made to remove the broken bench and was carried unanimously.

A safe replacement bench, like the ones used by the City, would cost \$978.

Expansion of Wintersage

The City is widening Wintersage on the section leading to the City Works Yard to accommodate new construction of townhomes going into the area where the two apartment complexes burned down.

There is a possibility that the small area to the north and east of the corner at Clearview Parkway belongs to Clearview HOA, and will be subject to eminent domain. In that case, the City would have to pay Clearview for the property, and it could generate some revenue to mitigate the costs the HOA is facing for replacing the ten year old irrigation system in the common areas.

Repair and maintenance will have to wait until we know what the budget will look like after the vote on the dues increase.

Common Areas, including Parking Strips

We consulted with the arborist, Marion Vaden, and he said that along the Clearview Parkway, it would be okay to mulch under the trees and gravel the areas where there is foot traffic. Oliva, if we hire them, can address this also. Leonard of Oliva is a landscape designer, in addition, and if the dues increase passes, then we can likely hire him as the most efficient yet skilled option. They do irrigation repair as well as minor tree trimming.

Meeting adjourned.