

# MINUTES

## Spring Meadow HOA Board Meeting

### January 26th 2016

The Board Meeting of the Spring Meadow Homeowners Association was convened at the Phoenix Inn Albany, OR 97322 at 7:01pm by President Darrick Christensen. Board members Darrick Christensen, Connie Erickson, Linda Howe, Craig Tress, Troy Bagnall, Tammy Quinn, and Brian Ashdown were present. One owner was present. Kurt Powell, Willamette Community Management, was also present.

The Board **ADOPTED** the minutes from November 24th 2015 with a motion by Craig.

**Financial Report:** As of January 26th 2016, there is \$14,250.78 in the operations account. As of December 31st 2015, the key bank reserve savings account currently has \$170,105.58. Owners at this time appear to be sending payments to the right location. The Board **ACCEPTED** the treasurer's report from Linda Howe.

**Homeowners Forum:** The owner of 4590 Elk Run attended and asked questions about whether approval was necessary from the ACC to remove shrubs on her property. [Approval is not necessary from the ACC at this time to remove shrubs from a property.] The owner also asked if she could remove the tree on her property that has roots causing damage to the sidewalk. [The ACC requires approval if the tree is greater than 6 inches in diameter when measured at a point four feet above the surface of the ground.] The owner noted she would measure her tree. She also asked who replaces sidewalks that are rising up. [Owners are currently required to repair sidewalks in front of their home. However, one owner also present noted that they thought the City of Albany paid to repair some sidewalks in the past.] The owner asked if lawns need to be green year round. [The Board noted that at this time they do not require all owners to have green lawns throughout the year.]

**Landscape Report - Barky Knoll:** Though Eric Shilling was unable to attend the meeting, he gave a written report on the Barky Knoll. It is written below:

Overview of the project: Improve the appearance of the Spring Meadow HOA owned property located on the south side of 53rd Street and Chinook Drive.

The Objective: Create a low maintenance, Xeriscape area.

Initial Findings:

- Approximately 1/3 of the plants and vegetation is dead or dying.
- A number of the current plants are not drought tolerant.
- An area of ground cover appears to be dying.
- Underground sprinkler heads are visible throughout the area.
- A gravel easement separating the area is partially covered in grass and weeds.
- A strip of land between the south side of the Barky Knoll area and the adjoining property line is not being maintained.

Proposals

- Remove all vegetation that is not drought tolerant.
- Remove all ground cover.
- Evaluate adding new drought tolerant plants.
- Evaluate the underground sprinkler system and make changes to support watering current and new vegetation. Watering should only take place once a week during the drier times of the year.

- Asphalt the gravel easement if the City will allow it.
- Provide circular borders around the trees and evaluate the possibility of adding a border wall around the front side of the landscaped area.
- Cover all exposed ground with various sizes of river rock.
- See about having our current landscaping service maintain the strip of land between the south side of the Barky Knoll area and the adjoining property line.
- Forego adding the path and park bench. We can re-evaluate the path and bench at a later time.
- The committee would like to request permission to start contacting Landscapers in the area about submitting bids and designs on creating a Xeriscape environment..
- Request that our current landscaping service to clear the grass on the south-side of the Barky Knoll next to the fence twice a year

The Board reviewed the proposal as drafted by the Landscape Barky Knoll Committee. The Board **ADOPTED** a motion made by Troy to give the committee the approval to get bids from landscape firms for the design and execution of the project.

The Board **ADOPTED** a motion to request that WCM contact the City of Albany to see if they would be in favor of asphalt being installed for the access point on the common area, a barrier wall being installed, and new plantings installed.

**Website Report:** The Board **ADOPTED** a motion made by Darrick to have WCM be the administrator for the website and Facebook page and to make all changes to the website moving forward.

**Traffic and Safety:** The Board briefly discussed parking in front of mailboxes. WCM will research the City code regarding parking in front of mailboxes and will report back to the Board. The Board discussed ideas on preventing parking in front of postal mailbox pedestals in the community.

**Choose Regular Meeting Place:** The Board **ADOPTED** a motion made by Darrick to ask WCM to contact the YMCA to book a meeting room for the next meeting of the Board of Directors.

**New Notification Sign:** The Board **ADOPTED** a motion made by Darrick to have Brian Ashdown review options on new signage for Board meeting locations.

**Enforcement Topics:** The reviewed potential wording for enforcement resolutions for the community. WCM will review the enforcement resolutions and create an packet for the Board of Directors to review at the next meeting of the Board.

The Board briefly discussed the concept of having Spring Meadow HOA test backflows for owners in the community. WCM will pass along information from other communities on this topic.

Owners present at the meeting noted they liked seeing owners with porch lights on in the evening. The Board requested that WCM post a notice to the website and facebook encouraging owners to use their porch lights in the evening.

The next meeting of the Board of Directors is scheduled for February 23rd 2016 at the new YMCA in Albany OR.

The Board meeting adjourned at 8:45pm.