

SUMMERFIELD TOWNHOUSE SERVICE ASSOCIATION #1

MINUTES OF THE BOARD OF DIRECTORS BUSINESS MEETING

Feb. 19, 2020

The meeting was called to order at 3:30 p.m. by President Bill Dorney. Board members present: Bill Dorney, Nancy Sahler, Barb Sherman, Barb Eberle and John Heft Jr.

OWNERS' THREE MINUTES: Neighborhood Watch Coordinator Barbara Padden provided information about the program after some questions about it were raised at the previous meeting. Block captains are supposed to hand out information forms to new residents to fill out, and residents are responsible for updating their information. Barbara explained that the national Neighborhood Watch program started in the early 1970s to help neighbors look out for their neighbors. If you see something urgent, call 911; if it is not an emergency, call the Tigard police non-emergency number at 503-629-0111. New Neighborhood Watch signs will be placed at some of the entrances to Summerfield.

REPORTS OF DIRECTORS

MINUTES: *Barb Eberle made a motion to approve the minutes of the Jan. 15 meeting; and John seconded the motion, which was approved 4-0 as Nancy was at another meeting at the beginning of the board meeting.*

TREASURER/BARB EBERLE:

Balance in checking as of 12/31/2019	\$39,251.37
Total Income	\$34,208.45
Total Disbursements	\$20,995.20
Cash in operating checking as of 1/31/2020	\$46,517.52
Reserves checking as of 12/31/2019	\$124,338.63
Reserves checking as of 1/31/2020	\$130,285.73
Certificates of deposit – total	\$96,587.12
Total cash on hand as of 1/31/2020	\$294,385.57

Barb Sherman made a motion to accept the January financial statement; and John seconded the motion, which was approved 4-0.

Barb Eberle made a motion to increase the HOA's liability insurance from \$1 million to \$2 million at a cost of \$329 per year on the recommendation of the HOA's State Farm insurance agent, Tyler Evans. Barb Sherman seconded the motion, which was approved 4-0. The pro-rated cost for March 1 through December 2020 will be \$275.

MEMBER-AT-LARGE/JOHN HEFT JR.:

Roof moss control and gutter cleaning update: Tom of Rain or Shine finished cleaning the flat roofs, downspouts and gutters on Feb. 22 and spread moss control on the roofs, doing an excellent job, according to John. In the late spring or early summer, Tom will re-do the gutters and flat roofs and suggested to John that instead of cleaning the downspouts again, he brush dead moss off the roofs.

Parking strip: John talked to Phil of Down to Earth that does our sprinkling system, who said the street tree roots "killed" the sprinkling system in the parking strip. Phil does not want any part of restoring the sprinkling system because electrical, plumbing, cable and phone lines run through the strip, and boring a new line would damage the tree roots, possibly killing the trees that would then have to be removed and replaced. A 2018 landscaping report included a bid for \$13,000 to replace the

sprinkler system lines. The HOA water bill would increase if the parking strip is watered.

A long discussion ensued with comments made about adding rocks and native plants or artificial turf to the strips or aerating the strip to see if the grass would grow back better. Nancy said there was a plan for reseeded approved around September 2018; Barb Eberle will look at past bills; Barb Sherman will look at the minutes from that period; and John will look at the records.

Winter pruning: John said that Northwest Landscaping Service again delayed the date for finishing the winter pruning; and after John complained, they agreed to hire an extra crew and get it done. John said all residents should now submit all pruning requests to him on the HOA landscape forms, “the sooner the better.” John will be gone March 6-17, but residents can still drop landscaping requests in his mail slot, which will be taped to his front door every Monday for the landscapers to pick up.

HOA liability for board members on ladders: At the previous meeting it was mentioned that the bylaws prohibit it, which is not true. However, insurance agent Tyler Evans recommends that board members do not get up on ladders or roofs for liability reasons.

Tree maintenance vote: The Tree Maintenance Committee was asked to look into HOA #3’s rules regarding tree maintenance, and Craig Benjamin reported that Rain or Shine maintains trees under 20 feet high as part of their landscape contract. Between 2014 and 2019, \$5,000 per year in discretionary funds was used to maintain taller trees. Craig said the committee is renewing its original recommendation to start maintaining trees over 12 feet high in our HOA at an annual cost of \$7,500 on a phased-in basis. If residents vote in favor of this plan, monthly dues would go up by \$12/month to pay for it.

A lengthy discussion ensued with the following comments made: Our HOA should not be the only one in Summerfield to maintain residents’ taller trees; let the residents decide; it is more effective to have one contractor maintain trees instead of individual homeowners doing it; make sure the plan is carried out in an effective way; all the residents benefit from the trees, which add aesthetic value to our community; the deteriorating brick walls should be handled in the same way as the proposed tree plan; the bylaws and HOA attorney agree that trees over 12 feet high should be maintained; the HOA bylaws would have to be changed.

Craig will ask an arborist how many years it would take for a crew to get around to pruning all the trees over 12 feet high for \$7,500 annually. The board will finalize the wording on the tree ballot in an open meeting with residents allowed to make comments.

SECRETARY/BARB SHERMAN: Barb said that new rosters will be printed and distributed as soon as the new neighbors at 15870 turn in their information, and she passed around a new list of emergency supplies to have on hand, which will be distributed by hand along with the tree ballot as well as being available on the website.

VICE-PRESIDENT/NANCY SAHLER: Nancy reported that she came in late because she had been attending a “Trash Talk” presentation by Pride Disposal about recycling.

ADJOURNMENT: *Barb Eberle made a motion to adjourn; Barb Sherman seconded the motion; and it was approved unanimously.* The meeting was adjourned at 4:47 p.m.

The next board meeting will be held Wednesday, March 18, at 3:30 p.m. in the Clubhouse Conference Room.

Submitted by Barb Sherman, Board Secretary