

Orchard Down Homeowners Association
Annual Owner Meeting
7/17/2024, 7:00 - 8:30 pm, Thistle Place (east)

Present: Tom Craven, Michael Freitag, Richard Griffin and Meryl Miasek, Samantha Hirsch, Bev and Tom Kirch, Darryl Lai, Michelle and Seri Robinson, Beth Russell, Chris Russo, Merlan Schwartz, and David Welter. Representatives of Fleming Properties LLC (Charlotte Fleming and Sherrie Tate) and visitors from the Oleander/Wisteria neighborhood (Lucy Himmelreich and Meredith Hatfield) also attended.

Proxies received (to hold the annual meeting): Ning Chuang-Goodman, Jane Davis, Andrea and Greg Foster, Mary and Joe Gornik, Adrienne Guy, Angela Lucero, Glenna and Jeffrey Myers, Laura and Leif Peterson, Nancy Shade, Lauren and Thomas Sharpton, Amy and Matt Usner, and Rob Upton.

With the required number of owners present and additional proxies to hold the Annual Owner Meeting, the President called the meeting to order at 7:00 pm. She welcomed attendees and asked that people introduce themselves.

The President called for items from the floor. None were proposed.

The Secretary provided copies of the agenda and the final draft of the 2023 ODHA Annual Owner Meeting minutes, and asked those present to review the minutes from last year's meeting. Owners present at last year's meeting voted unanimously to APPROVE the minutes; owners who were not present at the 2023 meeting and visitors abstained.

The President gave a brief overview of the new ODHA website that is managed by the Board rather than by a management company. The website includes digital Architectural Review Committee (ARC) application forms, a full record of meeting minutes dating back to 2020, and copies of the Orchard Downs Articles of Association, Bylaws, and Community Covenants and Regulations, all of which have been updated to be in compliance with Oregon House Bill 2534. Overall, feedback on the website has been good; one owner suggestion was to add more images of ODHA spaces, and the Board will follow up on this.

The Vice-President briefly presented the Annual Financial Report for 2022 (the *Balance Sheet and Income and Expense Summary* as of 6/30/2022 are attached), an earlier version of which had been mailed to owners in April with the meeting announcement. They discussed current revenue and expenses, and mentioned that almost all owners paid on time. Owners who have not paid yet will be reminded by Fleming Properties LLC; late fees will be added to the original assessment.

The Vice-President explained that ODHA again had unexpected expenses in 2023, including landscaping and tree removal expenses that ran over budget. A general discussion about appropriate assessment levels revealed that all owners present realized that increases are necessary to maintain the standards of infrastructure and maintenance of greenspaces cared for by ODHA. Large capital projects will have to be accomplished within the next five years and these will stress ODHA reserves because of increased costs larger than expected in the recent 2021 Reserve Study. Any increase of assessments by more than 10% requires a majority vote of all owners, while up to 10% increases can be levied by the Board as needed. The consensus at the meeting was that raising assessments by more than 10% would be difficult to achieve, and that the Board should consider raising assessments again by 10% for another three years, or do so every year until financial sustainability is achieved. A straw poll showed that owners present were unanimously in favor of raising assessments by 10% for 2025.

The Chair of the Landscaping Committee presented the 2023-2024 Annual Landscaping Report (attached), detailing landscaping projects completed between July 2023 – 2024. She also explained that ODHA signed a two-year landscaping contract with the previous company, A&H Landscaping, to keep costs at a minimum. Owners discussed various areas that used to be, but are no longer, covered by the contract with A&H Landscaping, and the Board will attempt to negotiate favorable conditions to extend the area covered under a new contract in 2025.

The “Walks around the Neighborhood” in May and June helped identify 14 landscaping or tree projects that should be a focus of the work in 2024/25. Four arborist projects were considered highest priority and have been scheduled to be completed by November 2024. Some projects (e.g., see 8) and 9) on the attached Annual Landscaping Report) have been completed by Board members at no cost; owners discussed options to encourage owner or community volunteer work to accomplish more landscaping projects. A growing list of owner email addresses may become useful for this (*please note: Any ODHA contact list will not be shared publicly or even with other owners without consent. In cases where the ODHA Board reaches out by email, blind cc (“bcc”) will be used to ensure that email addresses remain private*).

The Chair of the Committee reported that the Architecture Committee approved numerous applications for roofing, fence building, and painting this year.

The Vice-President and Chris Russo (member of the Finance and Architecture Committees) outlined major projects that need to be completed in 2024/25. This includes rebuilding a substantial portion (~400 linear feet) of the asphalt path from Tamarack to Walnut Blvd, and reconstruction of the last wooden steps within ODHA, that leads to the path from Arrowood to Tamarack. Actual costs have risen substantially compared to estimates obtained in 2021 for the Reserve Study, for example, the asphalt path repair was budgeted at \$10,000 while the actual cost will be closer to \$15,000 based on bids received. In the next three years, the asphalt path leading from the Arrowood/Jasmine intersection along the north boundary of ODHA towards 29th Street also will have to be repaired, and while the budget suggested \$5,000 the actual cost may be closer to twice that based on a current bid. With the tree care budget also again above budget, the Board will very likely have to vote on a 10% assessment increase for 2025.

Luci Himmelreich and Meredith Hatfield presented to the owners the idea of installing a more permanent crossing on the path that leads along the east boundary of ODHA from Wisteria to the intersection of Aspen and Arrowood. A bridge or culvert is needed because the creek running along the asphalt path is routinely flooded in winter and early spring. There seems to be substantial support from ODHA owners, also expressed at the meeting, and it was recognized that such a crossing would make for an excellent walking path through the neighborhood under all weather conditions. This path is frequented by school-aged children and appears safer than crossing about 100 yards to the east and walking along Seneca and other neighboring streets. Previously the City had indicated that they are not willing to support building a culvert similar to that near Seneca. The discussion centered on how to finance this project when ODHA resources are already low. The Board, in collaboration with interested owners and neighbors, will continue to follow up on this idea.

The President called for nominations to the Board of Directors. Tom Craven, Michael Freitag, Michelle Robinson, Beth Russell, Chris Russo, and Rob Upson (*in absentia*) were nominated. All accepted nomination (Rob Upson notified the Secretary previously that he would run), and the owners present elected all nominees to the Board of Directors.

The Annual Owner Meeting was adjourned at 8:19 pm.