



## Homeowners Association

2024 Annual Meeting Agenda

Sunday, January 21, 2024

987 Easton Place 6:00 PM

**Purpose of Meeting:** Update on the activities of the Association, vote on a prepared motion for a Special Assessment, and the election of Directors.

6:05 PM **Call Meeting to Order**

Jennifer Arend

Welcome to new members

Ground rules for meeting

Election Officials to count votes

6:15 Treasurer's Report

J. D. Hill

6:30 **OLD BUSINESS**

Activities of the Architectural Control Committee

Jeff Hutton

Common Property Plan accomplishments

Carol Zolnerowich

6:40 **NEW BUSINESS**

Status grounds maintenance

Jan Shaffer &

Tom Zolnerowich

Common Property Plan report

Carol Zolnerowich

Discussion

Motion for Special Assessment

Jennifer Arend

7:15 **Elections**

Appointment of Election Officials

Election of Board Members

8:00 **ADJOURNMENT**



## Proxy

### 2024 Easton Place Homeowners Annual Meeting

Date: Sunday, Jan. 21

Time: 6 p.m.

Location: 987 Easton Place

Know all by these present that

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Owner of house number \_\_\_\_\_ Easton Place do hereby appoint

Designee-

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Resident of \_\_\_\_\_ Easton Place to serve as my proxy in matters concerning my vote at the above mentioned meeting.

Signed

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Date

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E-mail

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Cell Phone

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# COMMON PROPERTIES PLAN UPDATE

January 21, 2024

## Background

Following its creation at the January 2019 Annual HOA meeting, the ad hoc Common Properties Plan Committee (CPP) developed a plan in accordance with its mission statement *“to nurture, preserve and improve the Easton Place common areas “to ensure the long-term health, safety, and welfare of the members with respect to enjoyment of the common areas.”*

Additional guidance from the HOA board identified areas to be explored as part of the committee’s work, including:

- Common area maintenance
- Safety issues
- Vegetation health
- Amenities and improvements

The CPP Committee worked throughout 2019 and presented its report at the January 2020 annual meeting. This plan included a number of capital improvements to be undertaken over a three-year period beginning in 2020. The capital projects were identified through neighborhood surveys and CPP Committee research. Funding of the plan was proposed to be from special assessments in the amount of \$325 per Easton Place home for three years. This would generate \$10,075 annually for projects, and the first of these special assessments was approved at the February 23, 2020 annual HOA meeting.

In the time which has elapsed since the first special assessment, a number of common area improvements have been implemented. These were funded with the 2020 special assessment monies as well as surplus money which was available in the HOA annual maintenance budget. Unfortunately, the arrival of COVID resulted in a periods of inactivity in 2020 - 2022. Post-COVID, attempts to gain approval of another special assessment to have been unsuccessful because not enough homeowners were present at the HOA meetings called for this purpose. A special assessment requires approval of two-thirds of the 31 homes in Easton Place and we’ve fallen short by only a few households present each time.

A motion will be presented for a vote at the January 21 annual meeting to adopt a second special assessment of \$325 for the purpose of continuing to fund capital improvement projects in the Easton Place common areas.

## Common Area Improvements

The following projects have been completed in accordance with the adopted Common Properties Plan.

### **2020:**

|                           |            |
|---------------------------|------------|
| Pavilion roof replacement | \$5,660.00 |
|---------------------------|------------|

|                                            |             |
|--------------------------------------------|-------------|
| Entry island landscape plan design         | \$ 900.00   |
| <b>2021:</b>                               |             |
| Tree inventory                             | \$ 1,736.54 |
| Entry island soil excavation and reshaping | \$ 650.00   |
| <b>2022:</b>                               |             |
| Entry island retaining wall and edging     | \$ 3,550.00 |
| <b>2023:</b>                               |             |
| Entry island river rock                    | \$ 1,765.00 |
| Entry island boulders                      | \$ 1,022.63 |
| Soaker hoses and much                      | \$ 83.62    |
| Total expenditures                         | \$15,367.79 |

### Next Steps

In addition to continuing work on the entry island landscaping, it will be critical to address the health and maintenance of the Easton Place forest. Our neighborhood's wooded area is a natural feature that is central to its character and benefits every home. If approved, the funds generated from a \$325 special assessment (\$10,075) are proposed to be split equally between continuation of the island landscaping project and the development of a master plan for preservation of the Easton Place forest by a professional arborist. This forest management plan would identify and prioritize needed maintenance and address future tree and shrub planting to establish a succession plan for trees lost to age, disease or damage. Getting water to the entry island for irrigation purposes will be the next step before installation of plant material can occur.

### Proposal for HOA Approval

|                                            |             |
|--------------------------------------------|-------------|
| 2024 special assessment (31 homes x \$325) | \$10,075.00 |
| Projects:                                  |             |
| Tree Management Plan development           | \$ 5,037.50 |
| Entry island landscape/water line          | \$ 5,037.50 |