

COUNTRY CLUB OWNERS' ASSOCIATION
BOARD MEETING MINUTES
July 15, 2021
Zoom Teleconference

The Country Club Owners Association (CCOA) Board of Directors Meeting was called to order at 7:02 pm via Zoom by President Mark Miller. Mark Miller noted a quorum of Board Members. Present included Mark Miller, Don Skadburg, Craig Rowles, Rhonda Ward, Rick Parrino, Paul Drey and Dan Thaden.

Craig Rowles motioned to approve the 6/17/21 Board Meeting Minutes, Don Skadburg seconded. All approved. Motion passed.

COMMITTEE REPORTS:

Grounds Update (Mark Miller)

Common Area Maintenance

Our maintenance man, Jeff Thiel's son Michael will be filling in on repairs and maintenance. Jeff had an accident on an ATV. Michael has worked closely with Jeff; he will take over Jeff's chores until Jeff is able to return.

Front entrance

The front entrance has been beat up by City of Clive due to concrete patching on University Avenue. They have damaged the sod. The city crews are filling ruts with intentions to seed. Barbie Miller has talked with the City of Clive and let them know we expect sod not seed. The city contractor has broken three sprinkler heads. They did not notify the board before running equipment over the yard. May have confrontation with City to get things done right.

Weed Treatment

Weeds are out of control. Current has been CCOA's vendor for two to three years. Barbie Miller has talked with them several times and met with them. They are not capable of taking care of the grounds due to not having enough qualified help. The association has a thirty day out on contract termination. Barbie has found an alternative contractor with a good reputation that specializes in chemical applications. We will get a quote from this vendor and others for comparison. The commercial spaces do not appear to be treated and should be for what we are paying. Fall applications are important going into winter and the association should make the change in vendors before the season ends. Craig Rowles suggested we request a quote from All American Turf.

Trash

Michael Thiel has had to come out twice a week and sometimes three times a week. The city didn't reinstall the trash container again this year until this month. Reinstallation of the city can should reduce the amount of trash going into the association's cans.

Shoreline Weeds

The shoreline weeds were sprayed by Aqua Clear Lake Management ten days ago. The shoreline looks good. Impressed with algae treatment and the timely treatments.

Mowing

Our contractor, Latitude 41, got off to rough start. They are out on a regular basis now but not impressed with new tractors and the appearance of the lawn. Latitude has been asked to lower the height of the grass to make it look a little better. It has been a strange year with a lot of people having issues with lawns and have never seen the fungus seen on lawns this year.

Finance (Don Skadburg)

Don presented the monthly and year to date financial position. Mark Miller and Don Skadburg discussed possibly converting the accounting reports to cash rather than accrual. Expenses are hard to track on accrual basis and would be easier to reconcile with a cash method. Mark proposed we convert to cash basis or use a hybrid basis. Lisa explained with accrual accounting the association currently uses a monthly journal entry to a deferred dues account to monthly income. This process is necessary equally distribute the annually collected dues to reflect as a monthly injection. Lisa can create another report for tracking of expenses and keep the accrual accounting method. Craig Rowles motioned to approve financials. Rhonda Ward seconded. Motion passed.

Lake, Dam and Wildlife (Mark Miller)

Dredging

The lake was last dredged in 2014 by Superior Seawalls with the barge method at a price of 169,400. In 2014 Superior found someone to take 3,000 cubic yards of silt at no charge. With the current dredging it has been difficult to find someone to take it without a receiving charge to unload. Doug Harper with Superior has tried to find somewhere to take the silt with no luck. The current estimate includes 280 truckloads, 3000 cubic yards. The 2021 estimate is \$236,000 for dredging, which includes \$40,000 for hauling away the spoils. This is a 27,000 net increase (does not include spoil disposal) over seven years and not unrealistic for the time. If we want to dredge this year, we must do something quickly because the permit process has been pushed back and we have enough water. CCOA has never gone seven years without dredging. CCOA paid 56.33 cubic yard in 2014, this year we will pay is 65.34 cubic yard and 13.74 for disposal for a 16% increase. Superior is a good choice with the past dredging projects they have been very conscientious putting things back in place after the dredging is complete. We have 225,000 budgeted for dredging. Don Skadburg suggested checking with city for possible grants to subsidize some of this project. If we wait any longer and let this go the sediment basins will get over full and backup into the large lake, making it important to do the preventive dredging in 2021.

Craig Rowles motioned to move forward with Superior, seconded by Don Skadburg. Motion passed. Lisa was asked to schedule the dredging work with Superior. The board requested a preconstruction meeting with Mark Miller, Dan Thaden, Don Skadburg and Doug Harper.

Compliance/Security/Insurance (Mark Miller & Rick Parrino)

A draft of the roof replacement procedure resolution was sent to the board for their review. The roofing resolution was prepared and discussed with two experts, Gary Scrutchfield and Mike Gooding. Both had suggestions, but not too far off from what was drafted. Both agreed that type of installation and contractor chosen is important. The new resolution basically updates our specifications for current roofing products and shingle colors. The new criteria is better than the old roofing resolution and procedures - as it updates specifications to current marketed products. The new resolution will allow Lisa Logsdon to recognize and approve without going to the board for approval and will save a lot of time in the approval process. The association also has HOA Management performing follow up inspections on all approved reviews. Craig Rowles motioned to accept roofing resolution. Rhonda Ward seconded. Motion unanimously approved.

Covenants (Mark Miller & Paul Drey)

Paul Drey will confirm the process of adopting the roof & solar panel resolutions.

Solar Panels Survey Update & Resolution

The draft of the resolution was proposed to the board. Specifications were compiled and drafted by Rhonda Ward and Mark Miller after review of the recent solar panel survey. The board had the following requests for revisions on the solar panel resolution. Resolutions should state solar panels will only be allowed on the roof of the house. Not for ground installation or pole mount. Require that the solar panel crew installing is certified. Should only be

installed on south and west slope of roofs not sides of homes. Mark asked whether the board believes the resolution should be sent to the two certified installers with current proposals submitted for solar panel installation. The board agreed the resolution should be reviewed by the two solar panel installers. Rhonda and Mark will revise the resolution and get to the two installers for their review. A lot of effort was put into the process of the resolution through the survey. Rhonda & Mark will get a revised resolution out to the board for their review.

Annual Meeting

The annual meeting is scheduled for September. Rick Parrino and Paul Drey agreed to run for another three-year term. The annual notice meeting and request for volunteers will be mailed to the owners in August.

Metro Net Installation

The permit for Metro Net to be installed in Clive has been approved by the city. Flags will mark the locations sites for the fiber optic cable being directionally bored into the easements. Installation will begin this month to the north and west of the lake and northeast of 142nd.

Member Questions/Comments

a. Several complaints have been issued regarding recreational vehicles and trailers being parked for more than the number of days allowed within the association. Owners are reminded of the current restriction and rules. (*“311.1 No recreational/trailer/water vehicle shall be parked on a street or driveway for more than five consecutive days, not to exceed 15 days total during a calendar year. (Master Declaration Article IX-A, section 7 per 2016 Amendment)”*).

b. Lot Maintenance Issues

Lots on Country Club, 142nd and 139th have had complaints filed regarding the quality of lawn care, weed control, debris removal and home upkeep. Owners are reminded of the current rules regarding lot maintenance. Letters will be written to the owners in violation of the maintenance rules. (*301.1 The owner of any Lot shall maintain his or her Lot and improvements thereon in good repair at all times and shall remove any debris or offensive material therefrom. In the event an owner fails to fulfill his or her maintenance responsibilities, the Association may take appropriate action to enforce this obligation. (Master Declaration Article IX, section 8 per 2009 Amendment)*) *301.2 The owner of any Lot shall (a) maintain his or her Lot in a presentable manner, (b) mitigate the growth of weeds and dandelions, and (c) seed, mow and trim as needed. (Master Declaration Article IX-A, section 14 per 2016 Amendment)* *301.3* Written approval of the Association is required to plant or permit the growth of any vegetation except turf grass on any property that is subject to an easement. See 103.6 for enforcement of this rule. *301.4* All Lots are subject to recorded easements. Owners must maintain easement areas in good repair and condition. No building, structure, or fence of any kind may be erected within the easement which might interfere in any way with the use of such easement. (Article XII of Country Club Plats 2, 3, 5, 6, 7, 8).

c. A complaint regarding the city street conditions and a request for the board to police lot lawn conditions was registered. The board will not police the lot conditions. If there are issues with lot conditions, contact the management office and the owner will be notified by letter.

Adjournment

Rhonda motioned to adjourn. Dan Thaden seconded motioned. Motion passed to adjourn the meeting at 8:31 p.m. The next scheduled meeting is 7:00 pm on Thursday, August 19th via Zoom Video Conference.