



MOUNTAIN PARK TOWN HALL MEETING

AGENDA

- Common Property Overview
- Master Plan
- Landscape Stewardship Department
- Responsibilities
- Accomplishments
- Projects
- Budget
- CPWR policies
- Tree requests
- Yard debris policies
- Q & A

COMMON PROPERTY OVERVIEW

Mt. Park consists of 185 acres of Common Property for all residents including:

- 9 parks
- Multiple play areas
- 8.8 miles walking trails and sidewalks
- 22 monuments
- Traffic islands
- Riparian areas and wetlands
- Mixed Conifer-broadleaf urban forest
- Clubhouse & Facilities

MOUNTAIN PARK
Nature's Neighborhood
TRAIL MAP



MASTER PLAN

In 2018 the MPH0A Taskforce completed a comprehensive masterplan to create a blueprint for the care and maintenance of the Common Property, The Master Plan is available on our website at www.mtparkhoa.com

Chapters include:

- Community outreach and input
- Invasive species
- Urban forest
- Parks and playgrounds
- Trails and pathways
- Greenbelts and open spaces
- Habitats
- Sensitive lands
- Monuments
- Irrigation and water usage

LANDSCAPE STEWARDSHIP DEPARTMENT

- The department consists of a crew of seven
- All of these positions are hands on – we spend most of our time out in the field
- All Landscape Department staff possess a degree or multiple degrees and certifications in land management, horticulture, arboriculture, resource management and other disciplines
- Staff are constantly looking for ways to improve and keep up with Best Management Practices
- The Landscape Shop is located at 25 Abelard, sharing space with the RV lot
- Contact us if you have any questions or concerns: (503)-635-8333 or landscapestewardship@mtparkhoa.com

THE ROLE OF THE LANDSCAPE STEWARDSHIP DEPARTMENT

Our job is to take care of and maintain the Common Property for all Mt. Park residents to enjoy.

Our responsibilities include:

- Managing the Common Property in environmentally responsible, ecologically sustainable ways.
- Applying the rules established by the:
 - Common Property Committee
 - The Board of Directors
 - Applicable City of Lake Oswego Codes
- Accepting and responding to CPWR's
- Managing over 20 garbage collection points within the HOA
- Hosting volunteer events
- Managing outside contractors responsible for
 - Lawn services
 - Arborist services
 - General contractors

ACCOMPLISHMENTS IN 2019

- Updating the Policies and Practices of the Common Property Committee
- Website update
- Irrigation system update
- Trail resurfacing in Tanglewood
- New trail bridge in Tanglewood
- Preakness Park natural playscape
- Ivy removal around Clubhouse
- Constructing an edible garden
- Replacing old and deteriorated benches
- Planting thousands of native plants, groundcovers, grasses, shrubs and trees




REMAINING PROJECTS FOR 2019

- Trail signage and way finding
 - Seeding meadows
 - Continue improving the Common Property
 - Pedestrian crossing signs
- 



PROJECTS ON THE HORIZON FOR 2020

- **Grounds Maintenance activities**
 - **Continue work on the Master Plan - Invasive species removal**
 - **Forest Management**
 - **Landscape Shop Updates — New Roof**
 - **More plantings using ornamental and native groundcovers, shrubs and trees**
 - **Updating existing irrigation systems**
 - **Replacing old trail markers**
- 

AREA SIZE VS. WORK-LOAD

185 acres of Common Property, 7 Landscape Stewards.

2080 work hours / steward / year = 14,560 hours.

So we can spend 78.7 hours / year / acre or 1 hour for every 553 square foot / year.

*These estimates do not take into account any Administrative Functions

Maintenance level	Example	Budget / acre	Acres / steward
Low	MPHOA	\$3,319	26.4
Low – mid range	City or County park System	\$6,750	12.1
Mid-range	University Campus	\$3,500 - \$4,900	10.8
High	Estate Garden	\$12,000 +	4
Exceptional	Showcase Garden	\$25,000 +	2

CURRENT LANDSCAPE PRIORITIES

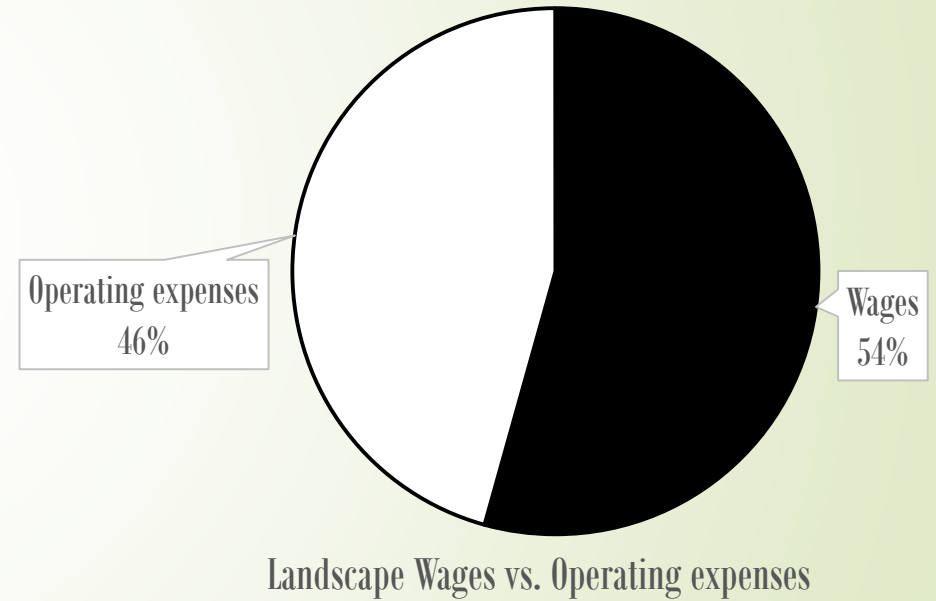
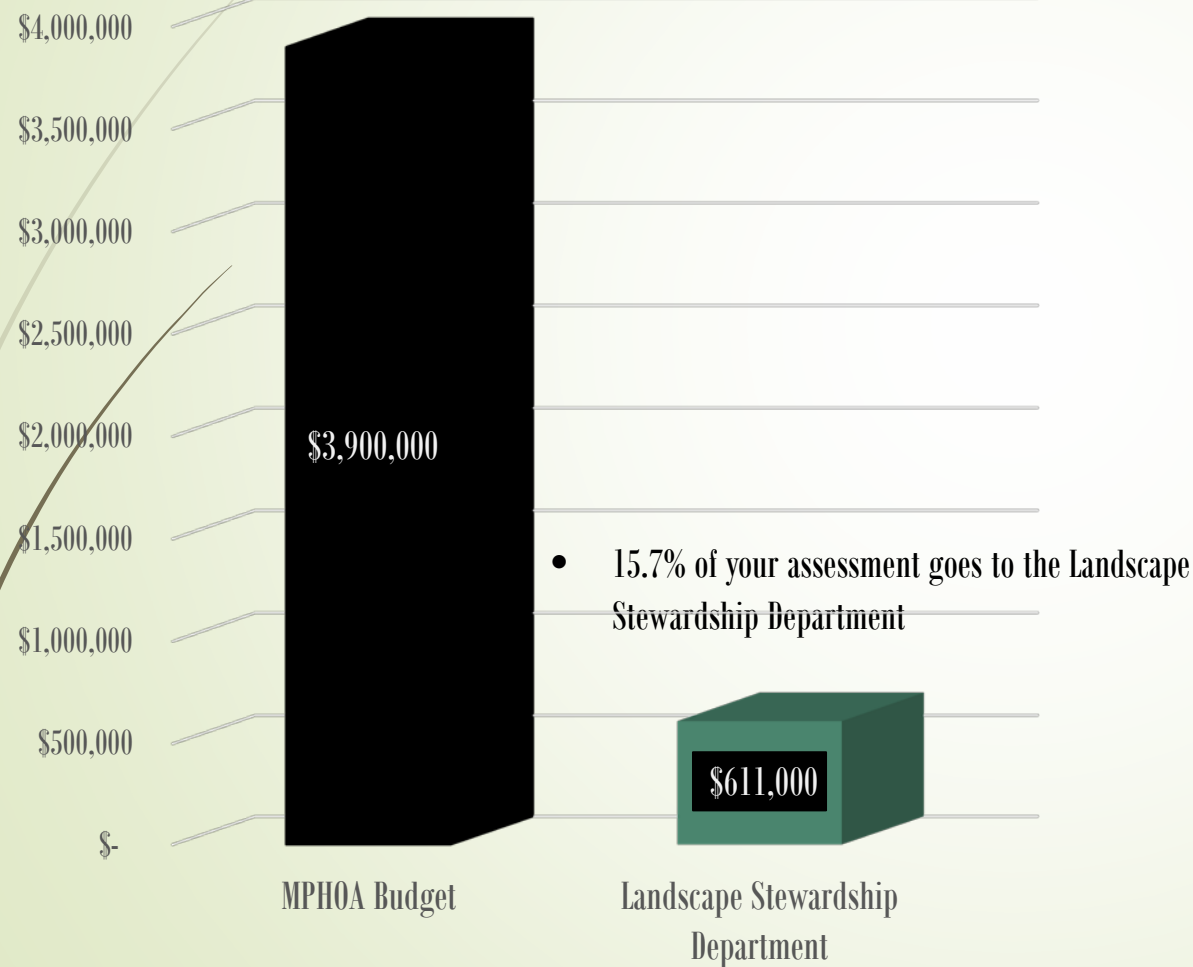
How our time is spent currently:

- 80% of our time on regular maintenance activities
- 10% on invasive species removal
- 10% on new projects (planting, construction etc.)

What could be done to achieve a higher level of maintenance?

- Adding 1 FTE would increase labor hours available to perform invasive species removals and/or other projects.
- The cost to add 1 new employee to the Landscape department would be an additional \$1.00 a month/household.

MT. PARK HOA - BUDGET NUMBERS



17 % - Landscape Materials

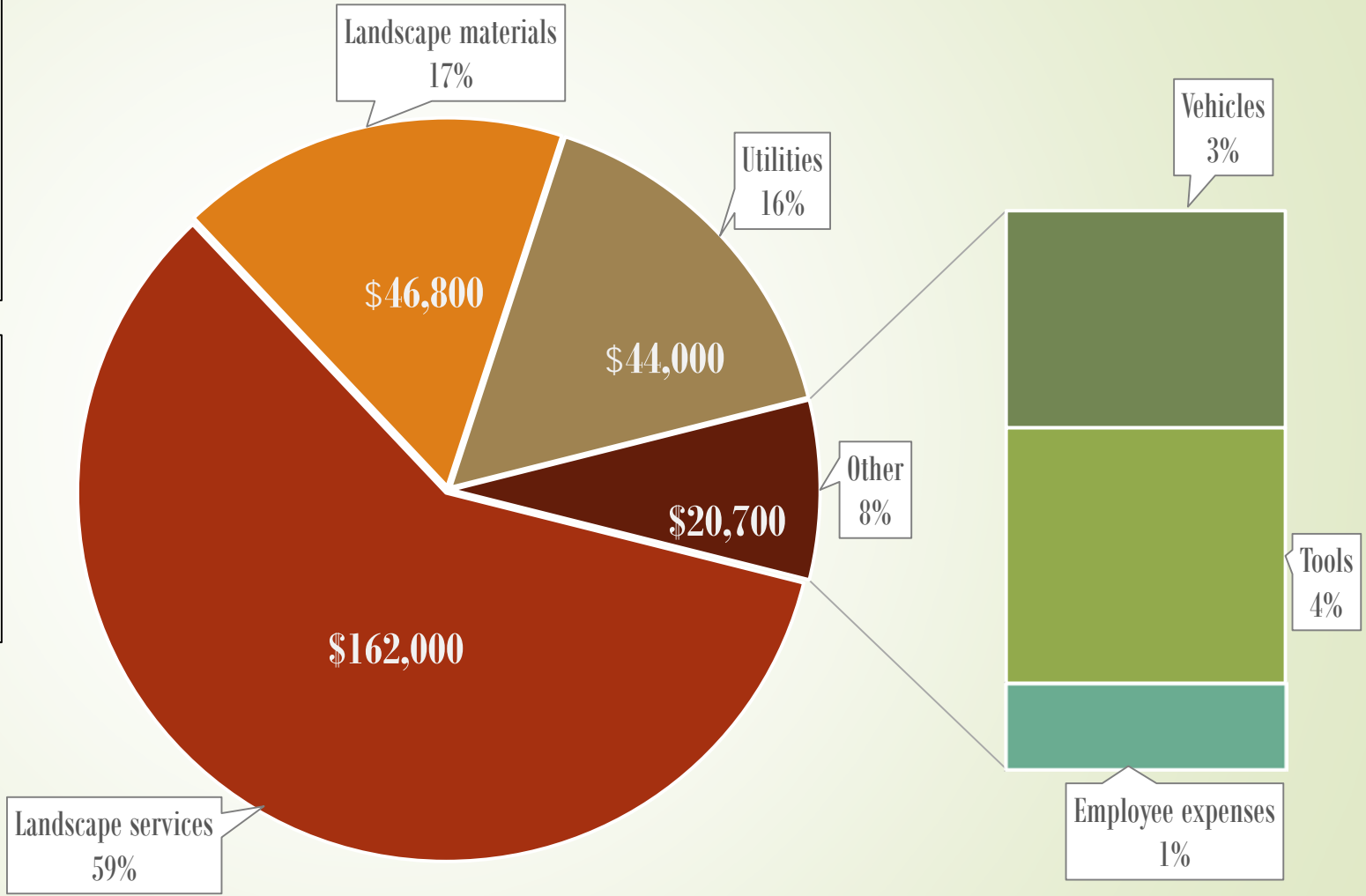
Landscape	\$ 4,800
Plant Supplies	\$24,000
Bulk Material - Organic	\$ 4,200
Bulk Material – Inorganic	\$ 1,800
Landscape Equipment - Fuel	\$ 1,800
Shop Supplies	\$ 1,800
Irrigation supplies and parts	\$ 3,600
Construction Materials	\$ 4,800

16 % - Utilities

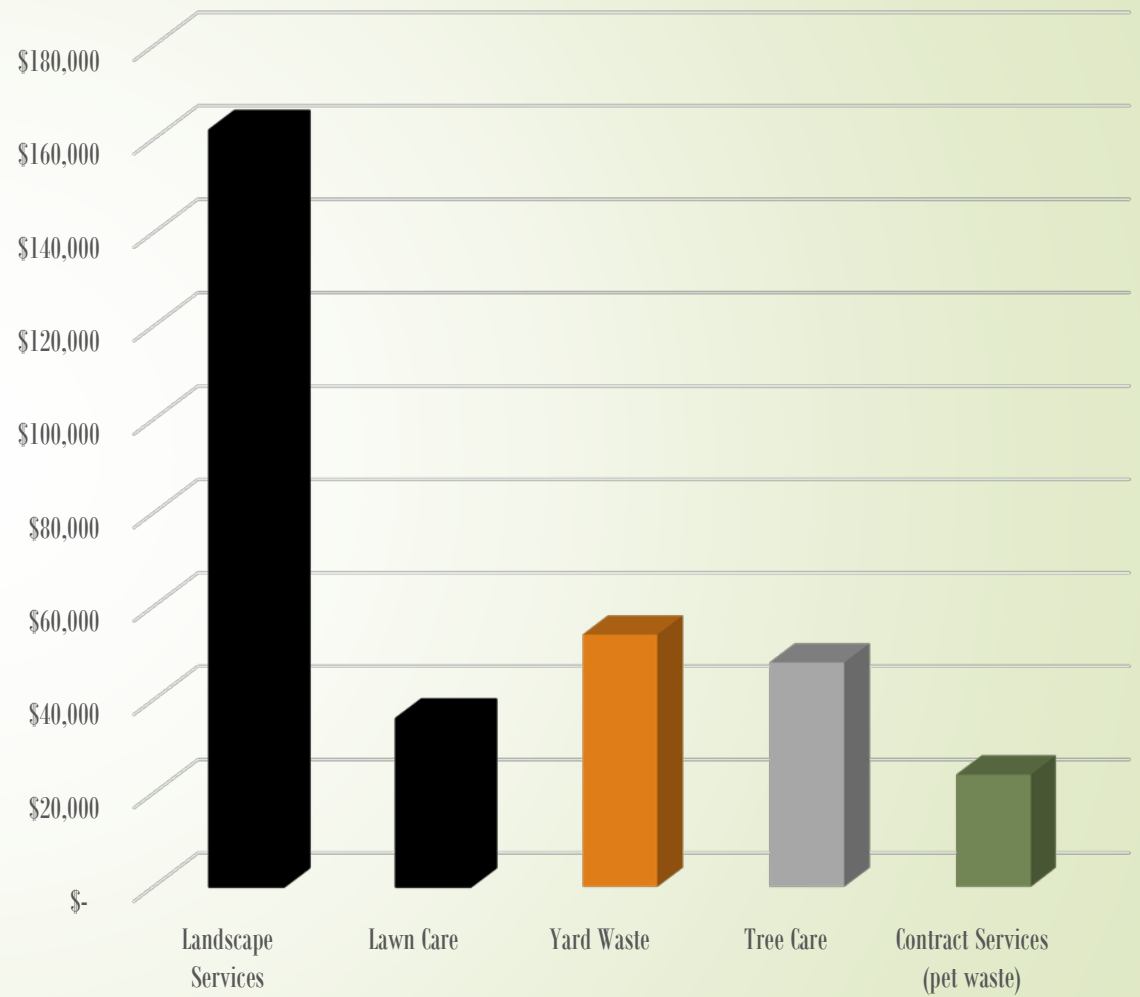
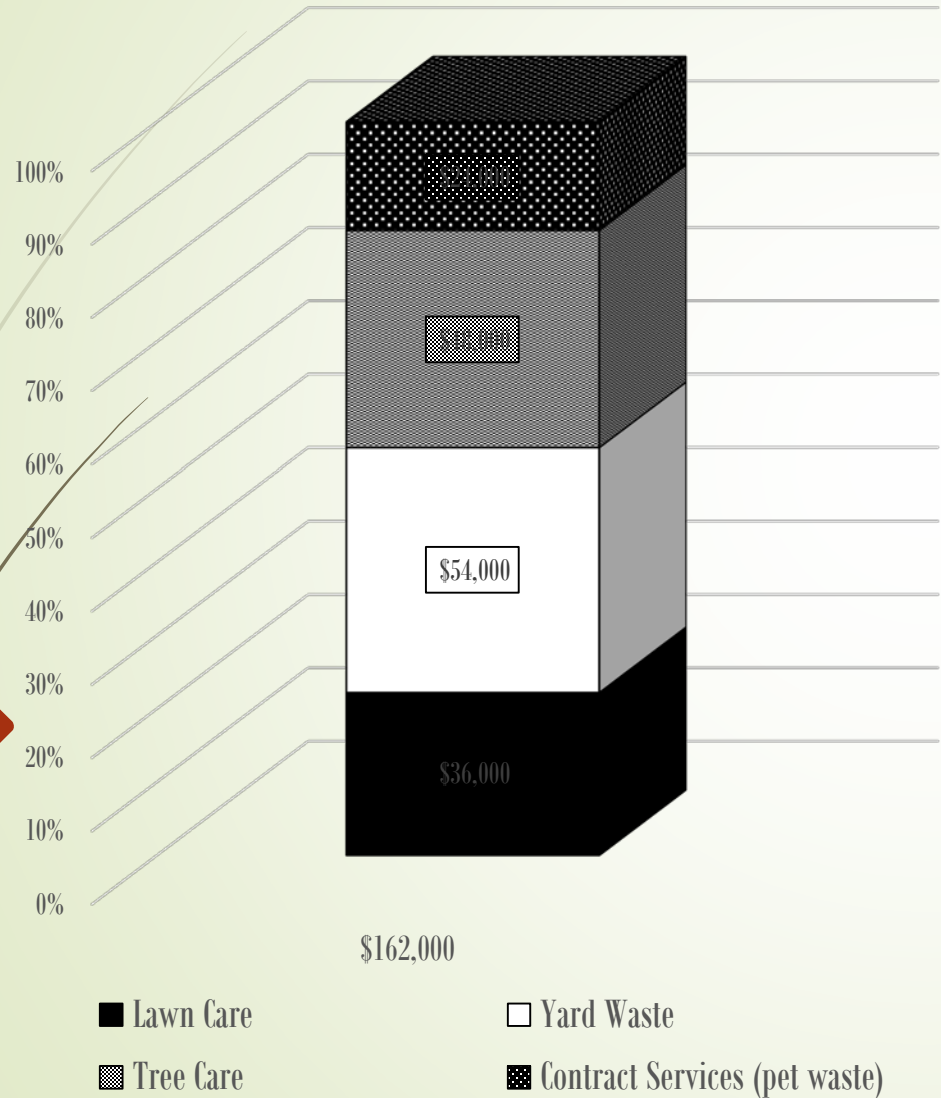
Electricity for streetlights and parks
Irrigation water for parks, monuments, traffic islands and the Clubhouse
Garbage collection
Street maintenance fee

8 % - Other

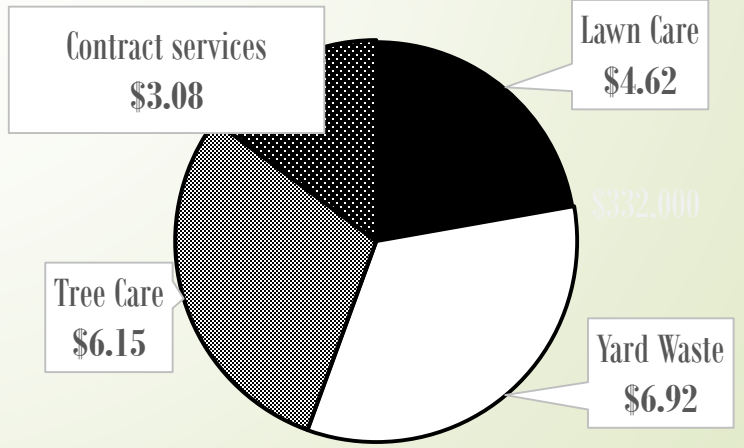
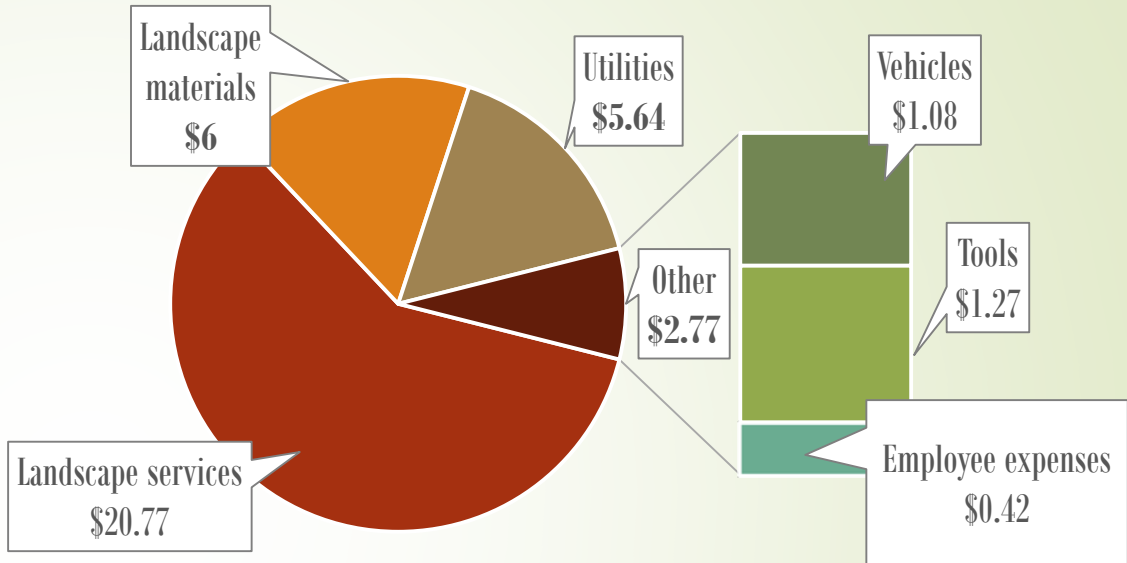
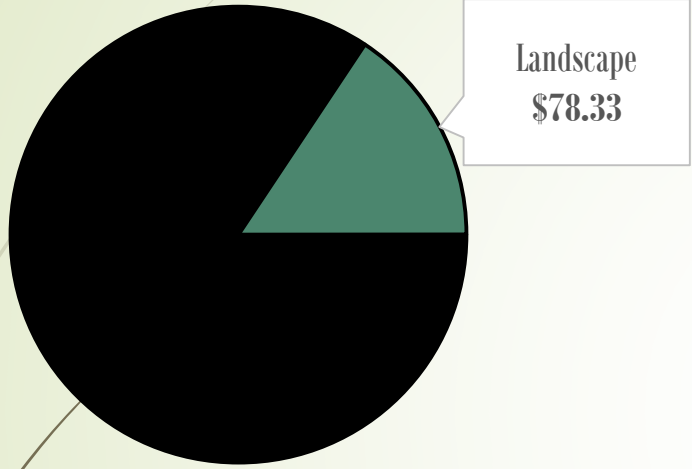
Vehicles - Fuel, repair etc.	\$8,400
Tools - Purchase, repair etc.	\$9,000
Employee expenses - PPE, etc.	\$3,300



BREAKDOWN OF LANDSCAPE SERVICES EXPENDITURES



YOUR 2019 ASSESSMENT DOLLARS AT WORK*



*Based on a Semi-Annual Assessment of \$500

COMMON PROPERTY WORK REQUEST - CPWR

- To submit a CPWR:
 - Locate the CPWR Form on our website: www.mtparkhoa.com/commonproperty/ .
 - To facilitate each request properly, we only accept CPWR's through the website process.
 - Be specific about your request and include your property address, location of the request, any photos, and a name and phone # you can be reached at.
 - We will confirm receipt of any request submitted through the online process within 72 hours. Completion of the request could take anywhere from a few days to a few months depending on the scope of request.

CPWR PROCESS

- Once a CPWR is submitted, the following protocol is used:
 1. Assessing whether there is a safety hazard of urgent concern
 2. Establishing property lines — determination of property ownership*
 3. Requesting additional information from the homeowner if needed
 4. Establishing financial responsibility for the request
 5. Determining if the current years budget supports the request and the related urgency of the request
 6. The Common Property Committee makes all final decisions regarding CPWR's.

*If encroachment is found, it will be turned over to the Common Property committee for review

TREE REQUESTS & PRIORITIZATION

- Please read and follow the tree pruning and removal guidelines (available at our website at www.mtparkhoa.com/commonproperty/).
- All CPWR rules apply; boundary establishment, paying for the work etc.
- We can only consider trees for removal if they are dead, dying or pose imminent risk.
- We cannot remove trees in Nature's Neighborhood for the purpose of enhancing or providing homeowner views.
- ISA Certified Arborists assist the Department in evaluating trees.
- If you believe a tree is a hazard, please report it using a CPWR. Following an assessment we will take the appropriate action.
- We prioritize tree work - Trees along major roads, trails are higher priority than trees in the forest.

TREE REQUESTS – BOULEVARD TREES

LIST OF STREETS WITH BOULEVARD TREES BELONGING TO MOUNTAIN PARK

- Boulevard trees are the property of Mountain Park, yet they are the physical and financial responsibility of the adjacent property owner (consistent with the City of Lake Oswego). A boulevard tree is defined as located within the easement of Mountain Park Common Property existing between the street and bordering private property.

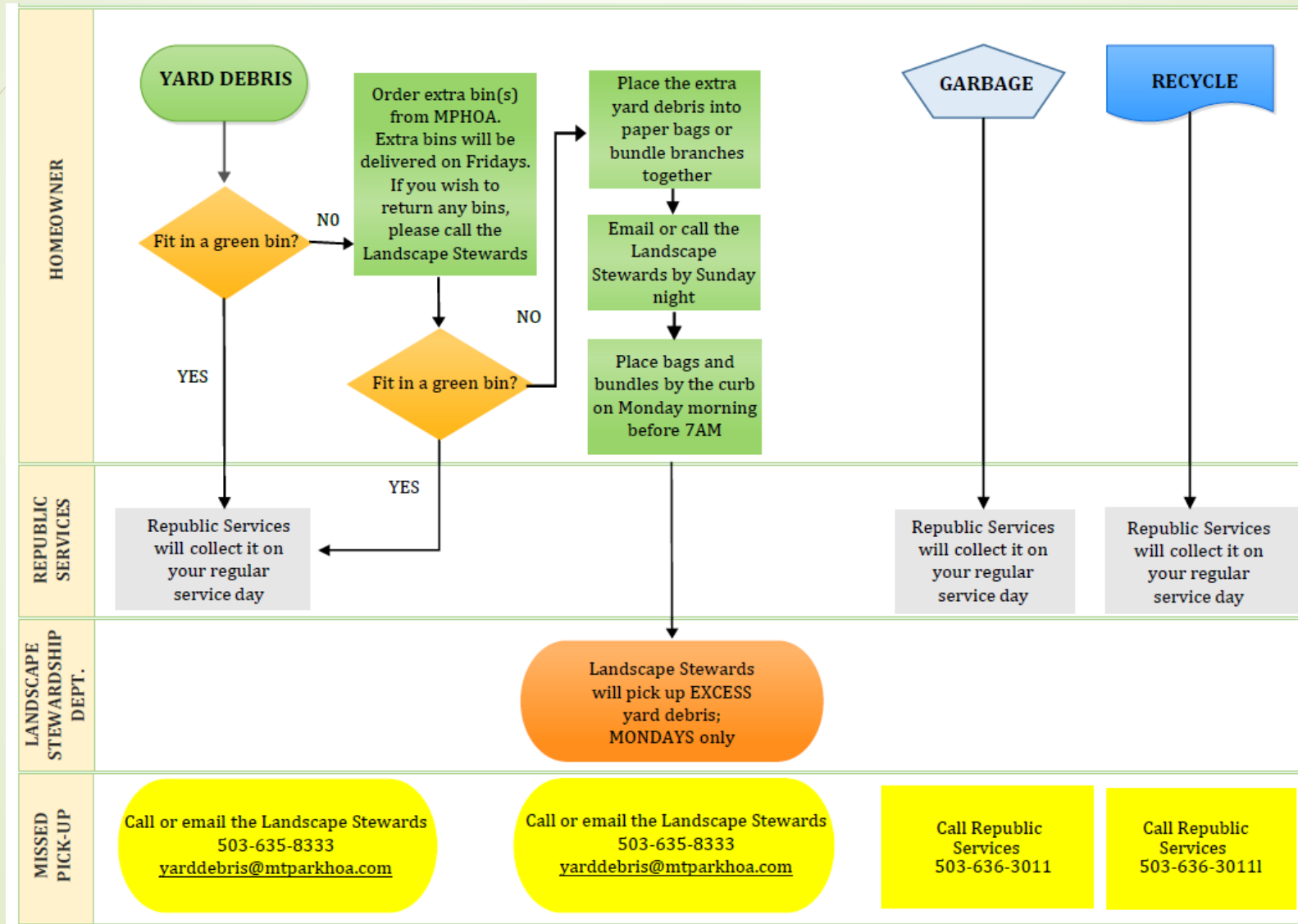
- Blazer Trail
- Bloch Terrace
- Botucell Street
- Britten Court
- Carman Drive
- Churchill Downs
- Cirque
- Del Prado Street
- Eagle Crest Drive
- El Greco Street
- Falstaff Street
- Greenridge Court
- Greenridge Drive
- Hotspur Street
- Independence Avenue
- Jefferson Parkway
- Monroe Parkway
- Monticello Drive
- Mozartem Court
- Offenbach Place
- Oriole Lane
- Othello Street
- Peacock Place
- Pheasant Run
- Polonius Street
- Preakness Court
- Silver Court
- Tanglewood Drive
- Thunder Vista Lane
- Touchstone
- Touchstone Terrace
- Yorick Street

YARD DEBRIS POLICIES

- Mountain Park provides green yard debris bins for residents.
- Mountain Park provides a pick-up service for excess yard debris at no charge.
- REPUBLIC SERVICES will continue to pick-up green yard debris bins on their regular service days — either Mondays, Tuesdays or Fridays depending on location.
- Residents should email or call for extra yard debris pick-up service between January through September.
- Pick-up for EXTRA YARD DEBRIS in Mountain Park is on Mondays only.
- REPUBLIC SERVICES collects and empties resident's green yard debris container(s) on their regular pick up day. The LSD does not service garbage, recycling, or yard debris bins.
- ***October – December “Fall Leaf Season”:* Regular pick-up for excess yard debris for the whole of Mountain Park will start on 09.30.2019 - Mondays only. No request for pick up is necessary.**

YARD WASTE, GARBAGE AND RECYCLE COLLECTION

(yarddebris@mtparkhoa.com) – MPHOA – Republic Services



CLOSING REMARKS

- Thank you to everyone for their attendance and participation tonight!
- Please use the Mt. Park website as a resource for:
 - Accessing the Common Property Master Plan
 - Submitting a CPWR
 - Tree Pruning Guidelines
 - Yard Debris Process Overview
 - CPC Meeting Schedule
 - Ivy Pull Volunteer Schedule
- Where would you like to see Mountain Park in 1, 5, 10 years and how could you contribute to reach that goal?

Q&A

- The moderator will use the sign-up sheet to select questioners from the audience.
- In an effort to accommodate as many residents as possible, there will be 3-minute time limit to ask a question and receive a response.
- If any questions are not able to be covered during this meeting because of time constraints, the department will respond to those via email after the meeting.