

RIVERWOOD HOA – Board of Directors Meetings

PO BOX 20453 PORTLAND, OR 97294

From rwh.boardofdirectors@gmail.com

November 9, 2023

ATTENDEES

Board:	Elise Morgan/Pres, Jim Eveland/VP. Carol Hardy, Peter Burns, Joanie Traversie /Officers. Laurel McAfee/Secretary. Monique Mascarnas/Treasurer (absent).
Chairs:	Shirley Piel, Kris Clarke, Jann Gilbert,
Residents:	Melvin Broadus, Lynn Young, Ila Benevidez-Heaster, Larry Dashiell, Jaye & Anevay Hill, Diane Fisker
DRAFT	<i>If anyone needs to edit, add or delete content during the submitted Draft period please contact Laurel McAfee at rwh.boardofdirectors@gmail.com</i>

SECRETARY MINUTES –

Note: Minutes approved as presented for [October](#) 2023.

TREASURERS' REPORT – Leo Zinn, Monique Marcasinas

- Cash Flow was positive for the month, Income exceeded Expenses by \$10,409.51, due mainly to Maintenance not having any bills submitted this month.
- The outstanding balance for the Roofing Loan is \$333,442.
- The balance in the Reserve Account is \$146,108.
- **Note:** Financial report approved as presented for [October](#) 2023.

BUDGET – Chair Leo Zinn

The year-to-date Budget line items are:

- Administration – over budget \$2,225. Paid Property Taxes and Yearend Accountant Fees.
- Landscaping – over budget \$2,180.
- Maintenance – under budget \$5,809.
- Pool – over budget \$3,398.
- Recreation – under budget \$50.
- Utilities – over budget \$16,423.
- Web – under budget, nothing has been spent this year.
- Total Expenses – over budget \$18,409 (Due mostly to high water usage.)

ARCHITECTURE – Chair Patrick Steininger

- Nothing new to report in October for Architectural committee.

LANDSCAPE – Chair Kris Clarke

- We received 3 permits from the City of Portland (for tree removal) and will commence with our tree work in November (Tuesday & Wednesday) 14th & 15th. Please do not park in guest parking in Dwy 40, we have a very large tree being removed and they will need to park as close as possible. Thank you for your assistance.
- The leaves are falling and clean up has started. With that comes the use of lots of blowers. Remember, you are responsible for what's inside your patio area.
- Leaves left in rows around the property will likely be vacuumed up the following day with the large mobile vac truck. Once the truck is full it returns to shop to be dumped.

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MAINTENANCE - Board Oversight Jim Eveland

- Residing one building with HardiBoard, as we have every year since 2015 (Original buildings built with plain wood (cedar) exterior). This one in D10, about 75% complete, despite the rains
- Usual winter challenges this year are street drains:
 - At Dwy 70, pond of water created on the street. Used a camera to scope it seeing a tree root invasion 20' away. It was dug it up and repaired for now, but another root blockage located about 10' away.
 - Upper Dwy 30 has a pond where accumulated mud and leaves to were removed to clear the blockage without requiring vendor vacuum truck.
- Proposals to acquire Maintenance Chair/Supervisor: Job description submitted to Board for Riverwood volunteer, or if not, a paid position.

POOL – Cindy Zinn, Barbara Ascher, Carol Hardy, Jim Eveland

- Closed for winter but the Sauna is still open for use for those with a key.

INSURANCE – Chair Jann Gilbert

- In late October, the Committee was contacted for insurance information for 4312 NE 125TH PL. The potential buyer's insurance was put in touch with Riverwood's State Farm Agent for detailed information regarding our policy coverage.
- No claims have been reported in the last month.

PARKING – Board Oversight Elise Morgan

- Quiet month with two warnings given out and a reminder for use a pass on a new car.

GARAGES, KEYS – Chair Angie Svoboda

- There is still a Wait List for garages.

RECREATION – Chair Shirley Piel

- Nothing new to report from Rec. Committee. Our next social will be **Nov. 26 at 2PM**. Please bring your own utensils and beverages. Come and enjoy a time of fellowship with your neighbors.

WELCOME COMMITTEE – Chair Lisa Dashiell (absent)

For Sale

- 4312 NE 125th Place (Astala; Driveway 20)) – Closing 11/17/2023.

Welcome Activities

- Working on reorganization of Riverwood manual.
- Update of ABCs of Riverwood and Protect Yourself documents – requesting Board approval.
- Emailed Board and support positions Riverwood Google Contact List.
- Emailed Newsletter and Webmaster updated Riverwood rosters.
- 12615 NE Shaver St/Hill/Driveway 60: Emailed Riverwood Manual 10/15/2023.
- 4210 NE 125th Pl Driveway 30W: Emailed realtor of requesting name and contact information for buyer 10/15/2023.

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- 4210 NE 125th Pl/Laird/Driveway 30W: Emailed Riverwood Manual 10/30/2023.
 - 4120 NE 125th Pl/Broadus/Driveway 40: Emailed Riverwood Manual 10/20/2023.
 - 12622 NE Prescott Dr/Nussman/Driveway 10: Emailed Riverwood Manual 10/20/2023.
 - Meeting with new residents (Nussman, Hill, Laird, Broadus) scheduled for 11/11/2023.

Anticipated Activities for November/December

- Call residents who have not responded to emailed and mailed Riverwood Resident Information_update requests. Have yet to hear back from 11 residents.
- Re-organize Riverwood manual consistent with Riverwood website.
- Update manual in Community Room.
- Welcome contact with new Riverwood owners.

Introductions:

New Owner of 4120 – Melvin Broadus

New Owner of 12615 – Jaye Hill

NEWSLETTER – Chair Jann Gilbert

- The Newsletter continues to look for input from Residents, Board Members and Committee Members to fill out our 4-page format. Last month had minimal input, which was filled in with information related to online scams. We welcome articles of interest, favorite recipes, original poetry, artwork, committee report highlights, neighborhood news and photos.
- Also, the Committee continues to look for alternate ways to get copies of the newsletter into the hands of Residents without computers or printers. If anyone has ideas about how to change the current setup of delivering hard copies, please contact Jann Gilbert.

WEBSITE – William Neville

- About 20 percent of Riverwood Residents have now signed up for the Residents Only section at RiverwoodPDX.org.
- Residents who want access to the residents-only section of the website should request access from the Riverwood Web Guy, Bill Neville, at Web@RiverwodPDX.org.
- During the past month, RiverwoodPDX.org has recorded 92 sessions for 280 page views of content. Total visitors = 58.

Note: Committee reports for this [November](#) meeting have been approved.

OLD BUSINESS:

1. HEILBURG GARBAGE HAULING – Jann Gilbert

We inquired about a fixed rate contract with Heilburg. The Portland City Council is looking at commercial rates. *Please see Old Business for August update.*

- Phone Call #3: On 8/16, Jesse called and said she is going to take our monthly rate back to only a 5% increase over last year's rate! Previously, the increase was 15%. This action was in response to our previous call in which I talked about the makeup of our community and said "fixed income" a couple of times!
- Jesse is currently exploring a contract with a property like Riverwood, to see if 35-gallon garbage bins and individual recycling bins are feasible. She hopes costs can stay close to current levels.

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- She will see how this situation works out and (hopefully) let me know by the end of September.
 - Note: The rest of the city gets garbage pickup every other week, so that could be part of the situation she is exploring.
 - Finally, I believe this sudden willingness to make changes is due to a change in City policy, which has been under review the last several months.

Response: Heilburg did give us a 5% decrease from original increase of which will result in a cost of \$3500/mo.

NEW BUSINESS:

2. NEIGHBORHOOD NEWS – Peter Burns, Carol Hardy,

- Activity: Updates on HOA resident efforts confronting campers on NE Shaver and surrounding streets.
 - Shaver/125th has always been an attractive site for this expanded group of campers. This support group knows how the campers move from site to site, playing whack a mole for street sites.
 - Recent City ordinances have created the whack-a-mole situation for camper sites. It is mentioned that the city may be looking for a camping site for all these campers.
 - PBOT attached green tags on the vehicles of issue.
- Reporting:
 - A very active email-chain of residents and neighborhood partners that daily report and actively reporting to the Portland officials that can support, pdxreporter, PBOT, and 311 about our issues.
 - HOA Residents are encouraged to be included in the email-chain and make the calls/reports to the city agencies. It has been productive to submit calls and emails for help.
 - This is a Safe Student Route which gets more attention from the city.
 - We have been asking about more and/or new official signage. Personal signage should be approved by the HOA Board.
 - When reporting to local municipality, let them know our footprint of streets that we look to clean-up.
 - Thank you all involved in reporting and including new residents.
- Surrounding Area:
 - Argay Terrace Neighborhood Association will start meetings again at the firehouse. The HOA will keep residents informed.
 - City of Vancouver recently created a state of emergency due to Oregon campers moving up the Vancouver.
 - Stonehenge Apartments, Shaver & 125th, should be invited/included in neighborhood support communications.
 - Once campers have moved out, it is suggested that the HOA could do a group street clean-up.
 - New resident, Jay Hill of 12615 Dwy60 in has offered to help take 'stuff' to the dump.

3. LETTER TO COMMISSIONER MAPPS: from Lisa Dashiell

- Questions regarding our community sent to Portland Commissioner Mingus Mapps for the Rossi Farms event on 11/09. To read responses to these questions, check out Riverwood's Facebook and own webpages.

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1. Parkrose, as many parts of the city, is struggling with street living in RVs/trailer/tents, especially on our designated Safe Routes to Schools. What is your plan to address this issue specific to our neighborhood?
 2. With heat and pollution being a pronounced issue in the Parkrose/Argay/Wilkes neighborhoods and now plans for additional contributors with a Prologis warehouse on 122nd and Sandy, how do you plan to address heat and pollution specific to our area?
 3. Parkrose/Argay/Wilkes has a high percentage of multi-family housing with wide ethnic and socioeconomic diversity. Multi-family housing is designated as commercial rather than residential for garbage services, thus allowing greater increases in charges and decrease in recycling services. What is your plan to address this equity issue?
 4. HIRING COMMITTEE FOR A MAINTENANCE MANAGER from Jann Gilbert
 - Do we want to set up a hiring committee?
Response: Yes.
 - Topics to Consider for Committee:
 - How do we distribute information to residents/community
 - Statement of hiring process.
 - The need to hire.
 - Parameters of the job
 - Financial Impact to the budget
 - Marketing and results
 5. COMMITTEE WORK REQUEST SHEETS: from Laurel McAfee
 - Work requests are now found on the riverwoodpdx.org website. It is understood that those requests are sent via email to the appropriate committee chairs. For those needed hard copies of
 6. Update of RIVERWOOD ABCs and PROTECT YOURSELF documents pending approval from Board and sent back to Lisa Dashiell/Welcome Committee.
 7. WINTERIZATION: Please prepare your outside home for winter.
 8. FYI: The PGE Electric Bill will be going up 17% in January 2024.

Meeting adjourned 7:50 pm