

RIVERWOOD HOA – Board of Directors Meetings

PO BOX 20453 PORTLAND, OR 97294

From rwh.boardofdirectors@gmail.com

January 11, 2023

ATTENDEES

Board:	Elise Morgan/Pres, Jim Eveland/VP. Carol Hardy, Peter Burns Joanie Traversie (absent) / Officers. Laurel McAfee/Secretary, Monique Mascarinas/Treasurer
Chairs:	Shirley Piel, Jann Gilbert, Lisa Dashiell
Residents:	Larry Dashiell, Lynn Young, Ila Benevidez Heaster
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 have been approved as presented from [November](#).

TREASURERS' REPORT – Monique Mascarinas, Leo Zinn

November

- Cash Flow was positive for the month, Income exceeded Expenses by \$2,041.90
- The outstanding balance for the Roofing Loan is \$329,525
- The balance in the Reserve Account is \$151,553
- Five House sales have contributed \$10,000 to the Reserve Account

December

- Cash Flow was positive for the month, Income exceeded Expenses by \$13,219.50. Very little.
- Maintenance spending and Crystal Green invoice for Landscaping not received.
- The outstanding balance for the Roofing Loan is \$325,790
- The balance in the Reserve Account is \$151,982

- **Note:** Financial reports for [November](#) meetings have been approved.

BUDGET – Chair Leo Zinn

The year-to-date Budget line items for December are:

- Administration – over budget \$762.
- Landscaping – over budget \$4,016 (Paid Tree Service bill for \$10,170)
- Maintenance – under budget \$12,591
- Pool - over budget \$4,200
- Recreation – under budget \$100
- Utilities – over budget \$16,914
- Web – under budget – nothing has been spent this year.
- Total Expenses – over budget \$13,034 (Due mostly to high water usage)
- We are currently carrying \$6,405 marked for Recreation in our Operating Expense checking account. We should consider moving that money over to the Reserve Account at NW Bank which pays interest. The US Bank checking account does not pay interest. Based on current interest rates this could grow this fund \$300+ per year.
- It is time to review the Budget for possible mid-year adjustments. Committee Chairpersons and the Budget Committee will be receiving copies of the current Budget for review and change requests.
 - Mid-year budget review comments should be submitted asap.
 - Requests for modifications to the Budget should be sent to Leo before February 2024 meeting.

ARCHITECTURE – Chair Patrick Steininger

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- No incoming requests this past month.

LANDSCAPE – Chair Kris Clarke

- Leaf removal is the primary activity.
- Fund Raising has earned over \$300 to Landscape account. Submissions are always accepted at monthly social events OR contact Jann G/Laurel Mc to get green bags and barcode tags.

MAINTENANCE - Jim Eveland, Board Oversight

November:

- Re-siding one Dwy 10 building with Hardboard; 90% completed after multiple delays for emergencies. Some trim pieces and cleanup remaining.
- Street drains repaired. Dwy 70 required roughly 40 feet of new line, upper Dwy 30 required a major cleanout and will need attention later.
- The 4 drains at the foot of the garage driveways along Shaver required power jetting to blow out the accumulated dirt.
- Moss Removal: chemical applied all over on roofs; rains now beginning to wash away the dead moss.

December:

- Typical early midwinter: clearing out gutters, treating roof moss, power-blasting moss on walkways (safety issue) and keeping street drains clear. Almost feet of new drain pipe completed for Dwy

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

- Closed for winter. Sauna still available.

INSURANCE – Chair Jann Gilbert

- There was one inquiry regarding a potential claim in the month of December. It did not go forward. There is no other insurance news.

PARKING –Elise Morgan, Board Oversight

- Dwy 40 is dealing with some parking issues with fines; to be reviewed soon by the Board.

GARAGES, KEYS – Chair Angie Svoboda (absent)

- There is still a “Wait List” for garages.

RECREATION – Chair Shirley Piel

- The Rec. Committee is planning a **Soup Social for Sunday, January 28 at 2pm**. Soup will be provided please bring something to supplement the potluck. Remember to bring your own utensils and in this case a soup bowl. Also, a game day is tentatively planned for the Sunday the 14th however watch the weather reports if it safe to venture out.

WELCOME COMMITTEE – Chair Lisa Dashiell

For Sale

- No homes up for sale.

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Welcome Activities

- Completed reorganization of Riverwood manual Emailed to Board for review. Paper copy printed for Community Room. Community Rm printed copy given to Riverwood President for Board approval. (January)
- 4210 NE 125th Pl – Dwy 30W – Laird: 11/11/2023: In-person meet and completion of Riverwood Resident Information Form; Form emailed to Board and appropriate committee chairs.
- 12615 NE Shaver Street – Dwy 60 – Hill: 11/11/2023: In-person meet and completion of Riverwood Resident Information Form; Form emailed to Board and appropriate committee chairs.
- 12601 NE Shaver St – Dwy 60 – Lee: 1/11/2023 emailed requesting updated vehicle information; awaiting response.
- 4312 NE 125th Pl – Dwy 20 – Graham: 11/16/2023 emailed Riverwood manual 12/09/2023. In-person meet and completion of Riverwood Resident Information Form; Form emailed to Board and appropriate committee chairs.

Anticipated Activities for December/January

- Call residents who have not responded to emailed and mailed Riverwood Resident Information update requests. Have yet to hear back from 11 residents.
- Send current Riverwood Rosters to Newsletter as a Newsletter attachment.
- Completed and sent as an attachment to December Newsletter. (January)

NEWSLETTER & NEIGHBORHOOD NEWS – Jann Gilbert

- Newsletter: the newsletter committee has decided to discontinue hardcopies of the newsletter. This should save the HOA between \$150 and \$200 per year. One copy of the newsletter will be left in a binder in the rec room for residents to read. Please talk to a neighbor or print your own copy if needed.
- The deadline for the January Newsletter is January 20.
- Weather alert email sent to residents about upcoming winter conditions on their way.

WEBSITE – William Neville

- We have had 20 residents sign up for Web Access at RiverwoodPDX.org by the end of the year.

Note: Committee reports for November & December meetings have been approved.

OLD BUSINESS:

1. Garbage: We inquired about a fixed rate contract with Heilburg Garbage Hauling. 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!
 - Result: Confirmed.

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- 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.
 - 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.
2. Campers in the neighborhood currently in a better shape but an encampment near 33rd is being moved. We should expect to see an incoming of itinerants.

NEW BUSINESS:

- 3. Dwy 40 Remodel Dumpster: Contractor will be using a dumpster likely located in Guest parking during the remodel. Driveway residents will receive more information as to dates, placement, and assurances to proper safety access for all.
 - a. Result:
- 4. Black-out panels are being accepted for the west facing recreation room windows. This will eliminate Recreation costs. DONE.
- 5. Neighborhood Noise:
 - a. Noise control from commercial and National Guard airplanes is becoming a nuisance. Illa will be looking into regulations and contracting the Port of Portland.
 - b. Conversation about noise increase from Southern Pacific trains, possibly due to homeless camps near on the tracks. (1800245998 Federal Railway.)
 - c. There is also a dog near Dwy 10 that is barking a lot. Peter B will look into Portland noise rules.
 - d. Result:
- 6. Bad Weather Notifications:
 - a. This January an email was sent to residents of upcoming bad weather and a motivation to our community to take care surrounding sidewalks as for deicing and shoveling.
 - b. Suggested to repeat this type of notice for bad weather and emergencies as they happen.
 - c. Result: Suggestion accepted by Board, Newsletter and Secretary. Done.
- 7. Mailboxes are being stolen right out of the ground around the area and nationally. Mail theft is a big industry. Please check your mailbox daily and consider using electronic checks and billing to eliminate money and your account information being taken. DONE.

Meeting adjourned 7:13 pm