

RIVERWOOD HOA – Board of Directors Meetings

PO BOX 20453 PORTLAND, OR 97294

From rwh.boardofdirectors@gmail.com

February 8, 2024

ATTENDEES

Board:	Elise Morgan/Pres, Jim Eveland/VP. Carol Hardy, Peter Burns (absent), Joanie Traversie / Officers. Laurel McAfee/Secretary, Monique Mascarinas/Treasurer.
Chairs:	Kris Clarke, Shirley Piel, Jann Gilbert, Lisa Dashiell, Laurie Watson,
Residents:	Larry Dashiell, Lynn Young, Ila Benevidez-Heaster, Barbara Asher,
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 [January](#).

TREASURERS' REPORT – Monique Mascarinas (phone), Leo Zinn

- Cash Flow was negative for the month, Expenses exceeded Income by \$14,195. Maintenance spending was \$22,584 and Crystal Green invoices for December and January were paid.
- The outstanding balance for the Roofing Loan is \$321,982
- The balance in the Reserve Account is \$151,493
- **Note:** Financial reports for [January](#) meetings have been approved.

BUDGET – Chair Leo Zinn

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

- Administration – **over** budget \$40.
- Landscaping – **over** budget \$7,016 (Contract was paid for Dec. and Jan.)
- Maintenance – **over** budget \$341
- Pool - **over** budget \$4,797
- Recreation – under budget \$125
- Utilities – **over** budget \$20,298 (High Water usage, hopefully this will go down with no irrigation or leaks)
- Web – under budget \$114
- Total Expenses – **over** budget \$31,211 (Water over \$20,028, Pool over \$4,797, and Landscaping over \$7,016)

Note: Budget Recommendations, Mid-Year Budget review and changes have been approved by Board Members on February 15th, 2024.

ARCHITECTURE – Chair Patrick Steininger (absent)

- No report.

LANDSCAPE – Chair Kris Clarke

- Oregon Tree Service has taken such good care of our trees, we were lucky to only lose small broken limbs from the ice storm. Crystal Greens quickly fit us in and did a two day clean up on our soggy property.

MAINTENANCE - Jim Eveland, Board Oversight

- Continuing to power blast walkways. We have a lot of moss to eliminate.
- Replaced four new fence gates.

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- Replaced a shattered entry door for a Dwy 30 garage. Our original entry doors into garages are hollow core/indoor quality. Consideration given to replace all the older doors for our security. \$400 repair costs. Keys have not been changed in many years.
- The Rec Room was broken into looking for valuables and created made a clogged the toilet. Line was jetted for approximately \$300 repair costs.
- Tree from neighbor that fell onto Dwy 10 fence is being ignored by neighbor who refuses repair.
- Long portion of fallen fence behind Shirely Piel's place will be replaced.

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

- Closed for winter. Sauna still available.

INSURANCE – Chair Jann Gilbert

- During the recent ice storm, a Riverwood neighbor's tree came down across patio fences on Dwy 30E. The neighbor has already taken care of a second tree on his property that was leaning badly. A tree service was scheduled to visit and clean up the fallen tree (Feb 7th). According to our Board member, Jim Eveland, and Resident Shirley Piel, the neighbor has been friendly and accommodating and plans to repair the Riverwood fences that were damaged. At this point, Riverwood will not be making any claims in this situation, our deductible is higher than repairs would be.

PARKING – Elise Morgan, Board Oversight, Laurie Watson, Chair

- Notices given out in Dwy 20.
- Laurie Watson in Dwy 20 will be our new Parking Chair. Thank you for volunteering!

GARAGES, KEYS – Chair Angie Svoboda (absent)

- No report.

RECREATION – Chair Shirley Piel

- The Rec. Committee will have a social potluck **Sunday Feb. 25 at 2pm**. Please bring something to share with those attending. Bring your own plates, utensils, and your own beverage.
- There will not be a social in March because of Palm Sunday and Easter on the last two Sundays of Mar. Next Social will be April with the theme Breakfast for Dinner on **Sunday April 28th**.

WELCOME COMMITTEE – Chair Lisa Dashiell

For Sale

- No homes up for sale

Welcome Activities

- 12620 NE Prescott Dr – Driveway 10 – 01/27/2024 emailed Riverwood Manual to property owner, designated property management company, and new renters.

Anticipated Activities for January

- 12620 NE Prescott Dr - 02/11/2024 in-person meeting scheduled with new renters.

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NEWSLETTER & NEIGHBORHOOD NEWS – Jann Gilbert

- The icy weather delayed getting a printed copy of last month's newsletter up to the Rec Room. One Resident inquired about it. Thanks for your patience!
- The newsletter deadline is February 20th at noon. If you have something you think might be interesting to other Residents, send it to rwh.news@gmail.com
- Last month's contributions to the newsletter were pretty slim. One Resident commented that there was nothing worth reading in the RW Newsletter. Please take action and help turn that comment around. Contribute!

WEBSITE – William Neville

Web activity was a little flat for the post-holiday period in January.

- Sessions — 55 -21% vs. Previous 30 Days
- Pageviews — 103 -37% vs. Previous 30 Days
- Avg. Session Duration — 1m 15s 127% vs. Previous 30 Days
- Total Users — 6 -30% vs. Previous 30 Days
- New Users — 41 -32% vs. Previous 30 Days
- Bounce Rate — 63.6% 8% vs. Previous 30 Days

(Bounce rate is the percentage of all sessions on your site in which users viewed only a single page and triggered only a single request to the Analytics server.) 55 sessions ÷ 63% = 34 sessions

Note: Committee reports from [January](#) have been approved.

OLD BUSINESS:

1. 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. Response: *nothing happening, yet.*
2. 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. Response: *nothing happening, yet.*
 - c. There is also a dog near Dwy 10 that is barking a lot. Peter B will look into Portland noise rules.
 - d. Response: *nothing happening, yet.*
3. Maintenance Supervisor: still waiting for a committee to be created to do the work of submitting a job description with details for the search of this new person. (The Supervisor position is a job involving major repair skills.) The Committee is to address scope of work, cost, hours, team, and interviewing, etc. This search team, but the search for the Chair. Jim, Jann, Lynn, and Laurel volunteer for the Maintenance Search Committee. Barbara will write a paragraph for the Newsletter. (Maintenance Worker = Mace.)
4. Argay Newsletter (<https://www.facebook.com/argayneighborhood/>) is a good source of information about the land use appeal for the Kmart/Prologis site. Word is that the company is

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expecting 85 trucks per day. Air quality, noise quality of planes, trains and trucks should be an issue.

5. NEW BUSINESS:

- a. Should we have a board member or main contact oversee our Renters and Policies? Our rosters could use a signification of Renter contact.
 - i. Response:
- b. Crime rate for our neighborhood is increasing. Jim is suggesting a camera system throughout the HOA driveways. This type of system would have light sensor with camera attached. He expects costs approximately at \$1000-2000. He would like to proceed with the effort to create a proposal for this type of project.
 - i. A priority sequence was suggested that new solid doors be installed, sensor lights, then cameras.
 - ii. This proposal is suggested to be included with the job of the new Maintenance Supervisor.
 - iii. It is suggested that the Board have a discussion outside of the Membership Meeting to address the issues of what are the benefits, camera placement and CCR rules, inclusion of Architecture Committee, pathway gates, etc.
 - iv. This is not for the current 2024-25 budget.
 - v. Response:

Meeting adjourned 7:48 pm