

RIVERWOOD HOA – Board of Directors Meetings

PO BOX 20453 PORTLAND, OR 97294

From rwh.boardofdirectors@gmail.com

April 11, 2024

ATTENDEES

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

TREASURERS' MARCH REPORT– Monique Mascarinas, Leo Zinn

- Cash Flow was positive for the month, Income exceeded Expenses by \$11,020.
- Maintenance spending was only \$475.
- The outstanding balance for the Roofing Loan is \$314,522
- The balance in the Reserve Account is \$158,522
- **Note:** Financial reports for [March](#) meeting have been approved.

BUDGET – Chair Leo Zinn

The year-to-date Budget line items: (Reflects mid-year revision)

- Administration – under budget \$512.
- Landscaping – over budget \$3,516
- Maintenance – over budget \$685
- Pool – under budget \$171
- Recreation – under budget \$621
- Utilities – over budget \$21,994 (High Water usage, hopefully this will go down with no irrigation or leaks)
- Web – under budget \$198
- Total Expenses – over budget \$25,091 (Water over \$22,286, and Landscaping over \$3,516)

ARCHITECTURE – Chair Patrick Steininger (absent)

- Nothing to report.

LANDSCAPE – Chair Kris Clarke (absent)

- Spring has arrived. The two large rhododendrons moved last month are now bursting into bloom: they survived the transplant!
- Held our first meeting of the season: met our new Account Manager from Crystal Greens, Kelley Banahasky. I believe all of us were impressed with her attention to details, pruning problems, over soft edging, blower complaints, and general understanding of our property's specific needs. We look forward to working with her.
- Our irrigation system is going through its annual spring checkup, looking for breaks in pipes and damaged sprinkler heads. Awaiting repair figure.

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- Kelley walked our property and noted build-up of moss in our lawn and suggested a treatment for grass areas. \$1680.00. Will determine if we can work it into the budget.
- Dwy10 Crystal Greens will be replacing homeowners (#12604) bushes that were trimmed incorrectly.
- Dwy30 Big thanks to Barb Tallmon for donating hostas to Elise Morgan for a planting project.
- We are in the process of picking areas to use our \$477.75 Bottle Fund money. We would like to be able to touch each Dwy with some plantings. Big THANK YOU to everyone who's donated their cans and bottles, we appreciate your effort.

MAINTENANCE - Jim Eveland, Board Oversight

- Power-blasting moss on walkways (safety issue) is completed.
- Fence rebuilding projects to be started when sure of no rain. The priority will be fence at 4238 where a tree fell destroying it. The west pool fence felled during a winter storm. Others will be added to the list.
- East Dwy10 non-resident neighbor whose tree fell on our property, still refuses to fix situation. Second complaint submitted to the city to order the owner to act. Slow process.
- Several security light problems repaired, the biggest being the southern entrance at Dwy30. The wiring under the yellow/black speed bumps had deteriorated. New cable pulled through without having to lift speed bumps.
- Heavy damage to a Shaver rental garage door which was not fully open when the tenant pulled his trailer out. Do not yet have a quote, hoping it can be repaired instead of replaced. Expenses to be paid by the Owner.
- We continue to have incidents where the clubhouse is left unlocked, or the barrier bars are left off unlocked sliding glass doors. We strongly hope it is not someone's doing on purpose. Rec Committee members and those who reserved the room need to be assure room is locked.

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

- Closed for winter. Sauna still available.
- Mallards are in residence.

INSURANCE – Chair Jann Gilbert

- Nothing to report.

PARKING – Chair Laurie Watson (absent)

- No report.

GARAGES, KEYS – Chair Angie Svoboda (absent)

- No report.

RECREATION – Chair Shirley Piel (absent)

- Next Social will be April with the theme Breakfast for Lunch on **Sunday April 28th**.
- On April 4 Lisa D noticed the security bar in the sliding door - by the refrigerator - was not in place, nor could the door be locked. The security bar was replaced.
- May 26th social will be a regular feast on this last Sunday of the month.

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WELCOME COMMITTEE – Chair Lisa Dashiell (absent)

For Sale

- No homes up for sale

Welcome Activities

- No Welcome activity in the past month

Anticipated Activities for April/May

- Anticipate one home to go up for sale in the next month.

NOTE: if you find any conflicting resident contact/roster information such as names, phones numbers, etc., please contact Lisa Dashiell/Welcome Committee.

NEWSLETTER & NEIGHBORHOOD NEWS – Chair Jann Gilbert

- Nothing new to report on the Newsletter.
- Delivering to the 10 residents that request hand delivery will continue be done by Ila who is enjoying doing the job. Thank you, Ila!
- Lisa Dashiell hosted a **Meet & Greet** with Oregon state representative Dr. Thuy Tran on Saturday April 20 at the HOA Clubhouse for our HOA and Argay neighbors. Topics include land use of Kmart site, illegal street camping, crime, improving local businesses and how Dr. Tran can impact these issues.

WEBSITE – William Neville (absent)

- Web **activity** has ticked up a bit for March. RiverwoodPDX.org has about two visitors daily and 128 pages of content viewed.
 - Sessions: 70 (up 43% vs. Previous 30 Days)
 - Page views: 128 (up 86% vs. Previous 30 Days)
 - Avg. Session Duration: 1m 0s (up 7% vs. Previous 30 Days)
 - Total Users: 50 (up 25% vs. Previous 30 Days)
 - Bounce Rate: 61.4% (down 6% vs. Previous 30 Days)
 - New Users: 47 (up 39% vs. Previous 30 Days)

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

OLD BUSINESS:

1. Neighborhood Noise:
 - a. Noise control from commercial and National Guard airplanes is becoming a nuisance. Ila will be looking into regulations and contracting the Port of Portland.
 - b. Response: Ila researched the Port's Noise phone number is simple receptacle for comment.
DONE
 - 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.*

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2. New Maintenance Supervisor: a committee was created to do the work of confirming a job description with details for the search of this new person. This Committee includes Jim, Jann, Lynn, and Laurel.
 - a. Response: The Maintenance Supervisor Hiring Committee has met March 18, April 1, 8 & 22 discussing job description, advertisements, applicant personal requirements, phone and in-person interviews, hours, and salary.
 - b. Proposal given to Board to annually pay for this new position is \$12,000. This would be a 2.5% increase of dues = \$11.00/mo.
 - c. A 5% increase = \$24/mo. which would allow to pay new maintenance position and allot an extra \$12,000 to support our other growing maintenance and utility needs.
 - i. An increase under 10% can be approved by the Board without a membership vote.
 - ii. A maximum of 10% of dues increase per year is stated in the CCRs.
 - d. Response: Board to discuss with Leo, other committee chairs about how cuts would be broken down. The Hiring committee will be on hold to hear from the Board on how to proceed.
 - e. Response:
3. 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: Not enough interest. DONE

NEW BUSINESS:

4. Recreation Funds: Some time ago Leo suggested that we should consider moving the Recreation money - \$6000 - to North Bank in Lake Oswego. NWB pays over 3% interest so we could grow that over time. Donations and sales fundraising, called "pass-through" money will be kept with the Rec Committee finances. There is interest that interest accrued and tracked separately is applied to the Rec Room.
 - a. Response: Leo's suggestion Approved by the Board. DONE

Meeting adjourned 7:25 pm