

RIVERWOOD HOA – Board of Directors Meetings

PO BOX 20453 PORTLAND, OR 97294

From rwh.boardofdirectors@gmail.com

September 12, 2024

ATTENDEES

Board:	Elise Morgan/Pres, Jim Eveland/VP. Carol Hardy, Peter Burns, Joanie Traversie/Officers. Laurel McAfee/Secretary, Monique Mascarinas/Treasurer
Chairs:	Leo Zinn, Kris Clarke, Lisa Dashiell, Cindy Zinn,
Residents:	Ila Benevidez-Heaster, Lynn Young, Irene Hennessee, Larry Dashiell, 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>

Reminder: Annual Homeowner's meeting is Tuesday October 1, 2024, at 6:30pm. Please attend.

SECRETARY **AUGUST** MINUTES – Laurel McAfee

- **CORRECTION:** A Dwy 20 parking issue was brought to the attention of Elise M and Laurie W by Larry Dashiell on behalf of a Homeowner. Copies of their concern was sent and verbally noted at the September board meeting. Laurie has confirmed on the 24th receipt of that information.
 - **Note:** *Minutes have been approved as presented for [August](#).*

TREASURERS' **AUGUST** REPORT– Monique Mascarinas, Leo Zinn

- Cash Flow was negative for the month, Expenses exceeded Income by \$35,069
- The outstanding balance for the Roofing Loan is \$295,433
- The balance in the Reserve Account is \$172,038
- Recreation fund is up to \$6,128
 - **Note:** *Financial reports have been approved for [August](#).*

BUDGET – Chair Leo Zinn

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

- Administration – under budget \$738
- Landscaping – under budget \$572
- Maintenance – over budget \$38,672
- Pool – under budget \$5,401
- Recreation – under budget \$556
- Utilities – over budget \$37,296. Water is the big user (\$171,949, over budget \$35,449)
 - Discussion: HOA Rates and Usage can be calculated for annual comparisons. Run offs from rooftops to downspouts toward sewers is a new billing practice. Discounts available for to tree sizes over 15' tall or canopy size.
 - Education to owners on water rates might help residents understand how we are financially being impacted and determine ways to reduce water usage.
- Web – under budget \$120
- Total Expenses – over budget \$68,706

NOTE: We will move \$25,000 from the Reserve Account in September to help cover the Total Expenses overage.

ARCHITECTURE – Chair Patrick Steininger (absent)

- Nothing to report.

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LANDSCAPE – Chair Kris Clarke

- The Landscape committee has decided to use part of our bottle money (our total is \$766.95) to beautify a common area. We have chosen the east side of the Recreation room. Elise has donated a beautiful Hydrangea to be planted behind the benches, where the Rhodie was removed. We are working on a plan to plant the east hill side also.
- Crystal Greens will finish the last irrigation update this year, before we shut down. It was our biggest ticket item by far and we hope we have a handle on all the breaks.
- We requested a halt on all trimming to give our bushes time to fill out, are starting our reshaping of our greens, with Kelley our manager directing the crew. We hope to create natural shapes when possible and will be start in Dwy 10 and moving up. Please be patient.

MAINTENANCE - Jim Eveland, Board Oversight

- Completed the repaint of all Dwy 60 homes; massive project, we learned a lot. The next one will be Dwy 50.
- Built 2 new fences and rebuilt another older one. Painted a total of 7 fences.
- Repaired the two entry security lights for Dwy 40: the usual ancient, buried interior-rated aluminum wiring. Bit-by-bit, we are replacing it all with proper outdoor copper wire, rated for direct burial.
- Repairing, caulking and repainting one residence entryway wall. Looks like the former owner (or real estate agent) heavy-duty power-washed it, damaging the paint and some HardiBoard surface, and blowing away most of the caulk.

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

- We are rapidly nearing the end of the season. Next two weeks weather predictions are high 60's to mid-70's, with mostly cloudy skies and some rain. The Pool Committee will determine a closure date this week. Any recommendations here this evening will be noted.
- Many thanks to the Pool Committee and volunteers keeping everything clean and enjoyable this season.

INSURANCE – Chair Jann Gilbert (absent)

- There has been one request to make a claim on the HOA insurance. It is regarding a leak in a resident's home that caused floor and cabinet damage. It was denied based on Riverwood bylaws and CCR's. The last news was that the resident's insurance company will cover repairs.

NEWSLETTER – Chair Jann Gilbert (absent)

- The newsletter continues to have a deadline of the 20th of the month at noon for all contributions. Please send in your articles, resources, community news, events, and fun stuff to RWH.news@gmail.com. Thank you to the community.

PARKING – Chair Laurie Watson (absent)

- Nothing to report.

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GARAGES, KEYS – Chair Angie Svoboda (absent)

- Nothing to report.

RECREATION – Chair Shirley Piel

- Next gathering will celebrate *Sweet & Savory Pies* on Sunday September 29, 2:00pm. Games will be held indoor or outdoor pending the weather. No karaoke equipment this Sunday.
- FYI: Lynn designs our flyers and posts them all. Thank you, Lynn.

WELCOME COMMITTEE – Chair Lisa Dashiell

For Sale

- 4120 NE 125th Place – Dwy 40 – Sale Pending
Pending owners: Eliector & Nayelis Escalona
- 4320 NE 125th Place – Dwy 20 – Andrea Guest –
08/16 Messaged requesting email address
08/17 Emailed request for contact with buyer's email
- 4316 NE 125th Place - Dwy 20 – Ed Medak –
08/16 Messaged requesting email address, Closing 09/16/2024
Pending owners: Craig and Mary Zimmerman

Welcome Activities

- 4244 NE 125th Place – Dwy 30W –
New owner/Deanna Johnson – Closed and moving in 09/12/2024
- 4120 NE 125th Place – Dwy 40 – 08/16/2024
Sent email to owner/realtor requesting contact with buyer(s) realtor.
Plan is to close 09/02/2024
- 12612 NE Prescott Drive – Dwy 10 –
08/17/2024 Tenants emailed to set up a time to meet
09/07/2024 Repeat email to tenants and copied in property owner
- 12620 NE Prescott Drive – Dwy 10 – 08/30-2024
Management company and tenants emailed Move Out Checklist; Tenant moveout date is 09/30/2024
- Recycling educational re-usable shopping bags delivered to all residents

Anticipated Activities for September/October

- Meet with 12612 NE Prescott Dr tenants
- Meet with new owner of 4244 NE 125th Place – Deanna Johnson
- Continue to follow For Sale Listings
- Clarify renter status on:
4324 NE 125th Place – Dwy 20 – owners Francis and Diane Gallina
4018 NE 125th Place – Dwy 50 – owner Stan Clarke

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

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NEIGHBORHOOD NEWS –

Nothing to report.

WEBSITE – William Neville

- Traffic continues ticking upwards on RiverwoodPDX.org. Time visitors spent on site has also increased. Please contact the web guy (web@riverwoodPDX.org) if you would like to activate your username and password for the residents-only section of our website.

Stats for August 2024

- Sessions -- 94 (down 13% vs. Previous 30 Days)
- Page views -- 277 (up 50% vs. Previous 30 Days)
- Avg. Session Duration: 2 minutes 1 second (up 175% vs. Previous 30 Days)
- Total Users -- 64 (down 16% vs. Previous 30 Days)
- Bounce Rate -- 51.1% (down 25% vs. Previous 30 Days)
- New Users -- 56 (down 22% vs. Previous 30 Days)

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

OLD BUSINESS:

1. Portland Residential Garbage Rates:

- a. **RESPONSE from HOA:** Lisa's report on Garbage Services and a Powerpoint presentation from the BPS will be posted to the riverwoodpdx.org website.
 - i. The Board of Directors will meet this August and review all the information provided to us by staying as is or going to a residential identity. A list of all fees is needed by the HOA to itemize those residences that purchase services beyond base costs.
 - ii. Rodrigo can meet with the Board &/or the Membership to help with questions.
RESPONSE: Board has yet to meet to discuss ramifications of new services, but they can answer questions on general recycling from the membership. The Board has questions that will need some research, such as billing practices and selected services, more trucks in our driveways, more bins needing to be stored, etc. Nothing decided.

2. Broken windowpane in Dwy 60 has been needing repair for over two years. Owners cannot afford to repair/replace. Owners will be contacted to determine a way to correct situation.

RESPONSE:

3. **UPDATE:** Board Election has **ONE** vacancy:

- a. Board of Director elections will be held at the **Annual Meeting, Tuesday October 1, 2024 at 6:30p**. If anyone is interested in being on the Board (or a part of any committee) this is the time to speak up. Everyone should take the opportunity to help manage the community they live in. Membership involvement is greatly encouraged and needed. Please contact any board member to get involved.
- b. *Joanie Traversie has decided to stay involved with the board. We are all very glad she is. Thank you, Joanie.*
- c. There will be NO election ballots mailed if this is a one-person situation.
- d. 10 percent of membership is required to make the (secret) vote official at Annual Meeting.

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- e. Due to time restraints for next Board Meeting on September 12, email blasts to residents will be sent asking if there are others interested in being a Board member.

RESPONSE:

NEW BUSINESS:

4. US Bank Checking: both Leo and Monique have been given online limited access to our checking account once they create new logins. This will let them see account transactions and request statements. Laurel currently has all access and is working to transfer that to Monique once other paperwork is completed in person at the bank. Date with bank is Wednesday 9/25.

RESPONSE:

5. Budget Discussion: Water costs are increasing our bill. Dollar Rates and Usage should be calculated for annual comparisons. Run offs from rooftops to downspouts toward sewers is a new billing practice increasing our bill. Discounts available for to tree sizes over 15' tall or canopy size.
- Education to owners on water rates suggested.
 - Someone to contact PWB to get more information would be very helpful. Possibly Larry Dashiell.

RESPONSE:

Motion to adjourn.

Meeting adjourned after 7:26 pm