

RIVERWOOD HOA – Membership Meeting

PO BOX 20453 PORTLAND, OR 97294

From rwh.boardofdirectors@gmail.com

CANCELLED - Thursday, February 12, 2026

ATTENDEES

Board:	Elise Morgan/Pres, Patrick Steininger/VP, Peter Burns, Scott Benjamin, Karen Laird. Officers: Laurel McAfee/Secretary, Judy Robertson/Treasurer.
Chairs:	Kris Clarke, Jann Gilbert, Ila Benavidez-Heaster, Tori Lungren, Carol Hardy,
Residents:	Lynn Young, Irene Hennessey, Jim Eveland, Janice Abbott, Stacy Paz, Barbara Westcott,
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 JANUARY MINUTES – Laurel McAfee

NOTE: Minutes from the JANUARY meeting has **been accepted** as presented.

TREASURERS' JANUARY REPORT – Chair Leo Zinn

- The Cash Flow for January was positive, Income exceeding expenses by \$9,763
- The outstanding balance for the Roofing Loan is \$229,017
- The balance in the Reserve Account is \$185,563

NOTE: The Treasurer's Report from JANUARY has/has not been **accepted**.

BUDGET REPORT – Chair Leo Zinn

The year-to-date Budget line items are:

- Administration – over budget \$4,282 (Property Taxes, \$2,587 and Accounting, \$1,475 were one-time charges for the year) and Legal Expenses are \$2,780, lawyers working on delinquencies.
- Landscaping – over budget \$39
- Maintenance - over budget \$15,740 (\$17,193 Fence Repairs)
- Pool - under budget \$1,945
- Recreation – under budget \$337
- Utilities – over budget \$234
- Web - under budget \$247
- Total Expenses – over budget \$21,656
- Delinquencies: 3
- Outstanding: \$8,088
- We will be halfway through the Fiscal Year at the end of February, so it is time to review our Budget and determine if any adjustments are needed. **Attached** is a copy of the current Budget - please let the Budget Committee know if you need to request any updates. We will process any changes prior to the end of February.

ARCHITECTURE – Chair Patrick Steininger

- D30 - request for security light install above garage door. (Approved)
- D10 - request for a short ADA ramp and hand hold installed at front porch. (Pending)

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LANDSCAPE – Chair Kris Clarke

- We are asking anyone who has a problem or an observation that concerns Crystal Greens Landscaping to please *take a photo, *write a description of the problem, *include DW# & nearest address and send it to your Driveway Representative or on to Riverwood Landscape. This information will be turned over to our manager, and will be addressed and resolved. Thank you for your assistance.
- We have approved and applied the Crain Fly application. Lawn impact, high population of larvae can cause damage to grass, turf and ornamental plants.
- This Thursday we will be spraying a Pre Emergent in our beds. It helps control weeds. It is not toxic, dries within 24 hours but would be better to keep pets and children out of the area till it dries.
- We have received our two Permits for the City of PDX. Thank you Jann for the follow thru! We will be removing two trees soon on 125th. We will be replacing them, not necessarily in the same place, but two new tree will be added.

MAINTENANCE – Volunteer Jim Eveland

- Dwy 70: two major drainage projects completed. One behind the west-side homes from Shaver Street to Rec Room area; between D20-4318 and D30-4240.
- Dwy 20: Emergency fence repair for a D20 home: wind/rain blew down a slew of fence boards. Owner has a pooch which should not be permitted to escape. Performed temporary repair; this ancient fence is on the list for total replacement in the spring/summer.
- Dwy 30-4246: Replaced deteriorated window trim and siding.
- Dwy 50: Sewer line backup partially occluded by roots, and someone flushed a “Do Not Flush” wipe resulting in sudden total blockage. Cost: \$542, several hours’ labor, and one flooded residence bathroom. Picture taken of how roots grow in a drainpipe. A mass of tiny fibers as much as 15 feet long. They act as a fine filter until something insoluble comes along.
- Street drain cleaning continues.
- Roof moss treatment continues.

POOL – Chair Lisa Dashiell

Monthly Accomplishments

- Cleaned bathrooms

Projected Winter/Spring Projects

- February: Mid-year budget review
- February: Painting prep of women’s bathroom
- March: Paint women’s bathroom
- Repair pool deck (hire) and paint (volunteers)

SAFETY & SECURITY –

- No report.

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INSURANCE – Chair Jann Gilbert

- During January, a home in DW 30 was sold pending having a mortgage in place. The Loan Coordinator at Nexa Mortgage was in touch with this Committee. They asked for Riverwood’s complete Master Insurance Policy, which request was passed onto our State Farm office.
 - Apparently, in May 2025, regulations regarding real estate transactions were changed at the Federal level and proof of certain Master Insurance Policy forms were required to approve a mortgage. State Farm had difficulty providing the necessary forms requested. Many people got involved, including our Board President, the Seller’s Real Estate Broker, an outside Broker and almost everyone in the State Farm office. Finally, the Homeowner went to the State Farm office and demanded they help him complete the sale of his home by providing the requested forms.
 - In the end, the forms were provided, and the sale was completed. However, it points up a serious flaw in our insurance company’s ability to comply with the new regulations. We just hope this situation does not repeat itself. We are assured by the mortgage company that the insurance information goes into a national database and will be accessible for future real estate transactions in Riverwood. Fingers crossed.

NEWSLETTER – Chair Jann Gilbert

- Are you enjoying the Newsletter? Would you like to be involved in its production? The Editor is looking for someone who would like to train to take over this task periodically. Vacations and illness are two reasons a backup Editor would be welcome.
 - All you need: a computer, basic computer skills and a willingness to learn.
 - You would also be free to add your own “take” on the Newsletter during the months you handle production! Contact Jann at rwh.news@gmail.com or 503-880-1364.
 - Submissions due by noon the Tuesday following each monthly Membership Meeting. Next submission date is 1/13 at noon.

PARKING

- Need a Committee Chair.
- No report.

GARAGES, KEYS – Chair Angie Svoboda

- A20: John Cunningham (12604 Dwy 10) vacated A20 and gave keys to Elise.
 - Rented A20 to Sky Poole / Naomi Graham (4312 Dwy).
- H30: Dixon & Cy Nigiraked (4126 Dwy 40) vacating H30.
 - Rented H30 to Juan & Stacie Paz (4240 Dwy 30). That is all the activity of recent.
- KEYS: There has not been any key activity.

RECREATION – Chair Carol Hardy

- Recreation Committee will be looking forward to our “Riverwood Soup’s On” for Social Sunday February 22nd at 2:00!!
- We want to Thank Jann who provided some lovely Valentine Decorations & also Jann, Judy, Elise & Lynn for doing a beautiful job of decorating. ❤️ Thankyou.

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- We are trying to incorporate a monthly Game Night...Please let Elise know if you are interested.
- Karen Laird has been Hosting a Crafts Day once a month on a Saturday from 11:00/1:00 Please contact her for dates.
- Happy Valentines to All ❤️

WELCOME COMMITTEE – Chair Lisa Dashiell

For Sale

- 4238 NE 125th Place – Driveway 30E
- 12605 NE Shaver Street – Driveway 60

Welcome Activities

- 12604 NE Prescott Dr – Dwy 10
 - 01/20/2026 - Emailed Riverwood Manual
 - 01/27/2026 – In-person meeting and Riverwood Resident Information Form completed
 - 01/29/2026 – Riverwood Resident Information Form emailed to Board and appropriate committee chairs
 - 01/29/2029 - Updated Riverwood Google Contact List emailed to Board and appropriate committee chairs

Anticipated Activities for February/March

- Continue to follow For Sale Listings
- Await clarification from Board on status of 4018 NE 125th Place.

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

WEBSITE – William Neville

Stats for December 2025.

After a holiday surge for December 2025, traffic for the web at RiverwoodPDX.org dropped off with decreases for number of users, the number of sessions, and new users.

Stats for January 2026.

- Sessions -- 351 (down 54% vs. Previous 30 Days)
- Page views — 606 (down 33% vs. Previous 30 Days)
- Avg. Session Duration: 30 seconds (up 111% vs. Previous 30 Days)
- Total Users -- 321 (down 56% vs. Previous 30 Days)
- Bounce Rate — 88% (down 3% vs. Previous 30 Days)
- New Users — 318 (down 56% vs. previous 30 days)
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NOTE: 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.

NOTE: Committee reports from January has/has not approved at 0:00 pm.

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OLD BUSINESS:

1. Portland Residential Garbage Rates:
 - c. **RESPONSE: HOLD**

2. Water 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. **RESPONSE: HOLD**

3. Maintenance Committee:
 - a. Board members are working to define a new Committee with their scope of work. On going work. (1/8/26)

4. Rental Status:
 - a. 4018 NE 125th Pl Dwy – 50. Still waiting the application for rental occupancy, tenant contract to be received from POA, and identification/contact information on who is living in home? What are the next steps? (6/12/25)
 - c. **RESPONSE**: As written in our official HOA documents, fines are allowed and will be directed to this estate for not completing the application process while people are living in the home. Elise is working on this situation. (7/10/25)
 - d. **RESPONSE**: Stan’s nephew is working to get the county’s recognition to handle the estate accounts. (1/8/26).

5. Two more Committees have submitted their proposals for approval to the Board.
 - a. Outreach – addressing resources for the elderly, and informative sessions on a variety of topics. Their next meeting will be **Friday, January 16, 2026, at 1pm** in Rec Room inviting everyone from all driveways to attend. First project is an Emergency Call/Text Tree. **DONE**
 - b. Nomination Committee – Already ordained in the CCRs, is a small committee will be annually active the months prior to the Annual Meeting to help bring Board candidates to the ballot. **DONE**
 - c. Parking, Garages, and Architecture Policies – still in the works for Board Review.

6. Reserve Study – Leo, Patick and Jim have been collaborating on updating the last Reserve Study from 2021 for future maintenance and replacement costs. *Regarding our past roof replacement of 70% of our homes and getting a bank loan saved us approximately \$500,000.* Re-roofing are not current concern, but certainly a topic for the Study. (1/8/26)

7. Monthly Dues Increase: Letters were posted Monday 1/5 to all homeowners announcing an increase \$50 of dues to \$600 per month, effective March 1, 2026. **DONE**.

8. Monthly Garage Dues will also increase by \$50 to \$150 effective March 1, 2026. Letters also sent Monday 1/5. **DONE**.

a.

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FEBRUARY NEW BUSINESS:

Motion to adjourn.

Meeting adjourned at 7:xx pm