

Rivercliff Estates Homeowners Association

HOA Meeting Minutes

May 4, 2016

Diane called the meeting to order at 7:05 pm. All board members were in attendance. One homeowner was in attendance. The Agenda was approved. The Minutes from the April meeting were read and approved.

Treasurer's Report: The monthly Fund Statement was reviewed and discussed. It was noted that

The beginning balance of the statement was incorrect. Linda will contact Becker Bookkeeping for a corrected copy. That was the only revision that needed to be made to the Monthly Fund Statement. It was noted that there was a check issued to our attorney's Vialfotheringham LLP for the remainder due for their legal assistance with our Amendments to the By Laws regarding Rental Units.

Linda reported that she had contacted Simply Leak Detection regarding the high water usage in the upper Rose Pkwy loop. They would come out and charge \$450 to do a 2 hr test of the grounds to determine if and where there were leaks. They would not do the actual correction but would come back to determine that the leaks had been fixed. It was decided that we hold off on hiring them to do that work until the Portland Water Bureau could be contacted again about doing more research on the meters. Linda will contact P.W.B.

Reserve Study: The Reserve Study Minutes were read and approved with corrections. It was

suggested that bids for Moss Control be obtained. Joy Beldin will obtain those bids. A further review and discussions of the project will be done at the next Reserve Study meeting.

Exterior Facility Maintenance: Joy gave a general report of projects. There was a discussion of

The annual gutter control project. It was decided that the Spring cleaning will not be done but

Going forward there will be bi-annual cleanings done on March 1st and December 1st.

December 1, 2016 will be our next annual cleaning. It was noted that some people might not want their gutters cleaned due to the mess it can cause. With notification in a timely manner, ahead of time, homeowner can request their gutters not be cleaned.

Joy presented a bid by Portland Fence regarding the perimeter fence replacement project. It was also discussed that we might hire them to repair the part of the fence where the coyotes are getting through. It was decided that we (the board) would do that repair ourselves.

Other general maintenance and work order repairs are being done.

Architectural: No new requests. However, one homeowner has erected a rear patio fence without Board approval and it is not in compliance. Ann will follow up with the owner to try and correct the situation.

Hospitality/Clubhouse: No new requests.

Pests: Vole activity is increasing. Another dog was attacked by a coyote and it was noted that they are becoming more aggressive and owners need to become more vigilant when walking pets.

Pool: A new pool service has been hired and will start the 2nd week of April. No other issues.

Rental Coordinator: No new issues.

Grounds: Crane fly and moss control spraying is being redone due to the excessive rains that occurred after the first spraying. It will be done at no extra charge to the HOA. Trees at the front of the property along Rose Pkwy will be trimmed up to the 15 foot code level with smaller branches above that to be thinned out as necessary. Diane is still working with the landscaping service to determine what plantings are needed for restoration and to control runoff. General maintenance continues.

Old Business: a – Website: Todd gave a general progress report on the status of the website. The Board met in a separate meeting to discuss and review content and options. As a result Todd will now confer with each member individually to get input as it pertains to their area of responsibility.

b – Unit Tenancy Rule: The review from the attorney regarding our proposed tenancy limit rule was received and it has been reviewed by all Board members. It was discussed and all agreed to adopt the change. The proposal now has to be presented to the homeowners for their review and approval. A “Percentage in Voting Interest” of at least 75% will have to be received in order to pass the amendment. Linda will draft a letter of explanation to the homeowners and she will also contact the attorney to confirm how the vote needs to be taken in order to ensure we are in compliance with the rules, regulations and by-laws of the association.

New Business: Janna Frazier reported that she is in the process of selling her unit and will be resigning as Secretary. Time uncertain. The positions of Secretary, Rental Coordinator and Swimming Pool duties will have to be filled.

Public Comment: None

Next meeting will be May 4, 2016.

The meeting was adjourned at 8:40 p.m.