

RIVERCLIFF ESTATES

HOMEOWNERS
ASSOCIATION

Rivercliff Estates Homeowner's Association February 1, 2023, Board Meeting Minutes

Michelle Doering called the meeting to order at 7:04 pm. In attendance: Board Members present: Michelle Doering, David Wahlstrom, Tom Dempsey, Heidi Pearce, Jamie Embry, and Christine Moore. Eric Leach was absent. No Committee Members were present. The January 2023 minutes were read by Christine Moore. Michelle Doering moved to accept the minutes; Heidi Pearce seconded the motion, and the minutes were approved. Michelle Doering presented the Agenda for the meeting; the Agenda was approved.

PUBLIC COMMENTS:

- Four Homeowners were present: Landon Freeman, Linda Itami, Vikki Marlow, and Lori Dawson.
- Lori Dawson was welcomed as the new Bookkeeper. The Board thanked Linda Itami for her years of service to the Board. Linda said she would continue to monitor the Pest control.
- Landon Freeman got his fob and also mentioned that he had water spots in the ceiling of his living room, and Lori Dawson said she had some in her master bedroom. Michelle Doering said that she will have Carlos check on them when he returns from vacation.

TREASURER'S REPORT:

- Tom Dempsey went over the Month End financials and gave updates on A/R Aging and the yearly audit.

CAPITAL RESERVE:

- David Wahlstrom read the minutes of the January 17, 2023, Capital Reserve meeting.

EXTERIOR FACILITIES/MAINTENANCE:

- Eric Leach was absent. Michelle Doering mentioned a couple of ongoing projects with Carlos, and that Jasper Heights will begin a roofing project next week that could affect traffic on Rose Parkway.
- Linda Itami reported that her mail box post was leaking.

ARCHITECTURAL:

- Jamie Embry reported that the garage door request for Unit 73A had been approved.

SECURITY:

- Mike Daniels was absent. Michelle Doering reported on a Next Door post by a homeowner who had caught someone on his security camera walking through our complex onto patios.

HOSPITALITY/CLUB HOUSE:

- Christine Moore reported a new reservation for September 16, 2023. There was more discussion on payment for the rental fees. It was agreed that the \$50 fee needs to be paid to hold a reservation. Lori Dawson was notified to be aware of these payments.
- Blythe Daniels was absent.

GROUNDS AND LANDSCAPING:

- Heidi Pearce discussed ongoing issues with Crystal Greens and our contract with them.
- Vikki Marlow reported that she had talked with the landscapers at her work and will follow up with them.
- Heidi said she would be pursuing other landscaping companies. She talked with Parkrose Chateau and is awaiting information on their landscaping company; others include the landscapers at Summer Place and Key Bank.

- Heidi reported that Crystal Greens will restart in March.

PESTS:

- Linda Itami said she would continue monitoring pests.

POOL:

- Michelle Doering reported that the pool is on minimal service for the winter but will check on their recent bill, as it was high.

RENTAL COORDINATOR:

- Michelle Doering reported there were renters in Unit 59 but there had been no application received to approve it. Linda mentioned not receiving any applications for renting units over the last couple of years. It was agreed that the next newsletter should include information reminding homeowners of the Rules governing rentals. There was discussion regarding fines for homeowners renting their units without going through the application and approval process. David Wahlstrom moved that the Board pass a resolution that if the HOA Board discovers a unit has been rented without permission of the Board, the homeowner will be fined \$1000. The motion was seconded by Michelle Doering, and the motion was approved. This will be included in the next newsletter.

OLD BUSINESS:

- Michelle Doering reported on the dog who is repeatedly out without a leash, and the owner has been identified. She will be fined, and Lori will be sent the information and photos. She also said that three units have been put up for sale – 39, 58, and 115.
- Michelle also reported that the locked mailbox for payments had been moved from Linda Itami's to Tom Dempsey's porch.

NEW BUSINESS:

- Issues were reported in Unit 66. It was discussed that this unit has renters but that the Board has not been notified of the current renters. This led to the continued conversation detailed in the Rental Coordinator section above.

The meeting was adjourned at 8:32 pm. The next meeting will be held on March 1, 2023.

Respectfully,

Christine Moore, Secretary