



Rivercliff Estates Homeowner's Association
March 1, 2023, Board Meeting Minutes (Amended)

Michelle Doering called the meeting to order at 7:03 pm. In attendance: Board Members present: Michelle Doering, David Wahlstrom, Tom Dempsey, Heidi Pearce, Jamie Embry, Eric Leach, and Christine Moore. Committee Member present: Blythe Daniels. The February 2023 minutes were read by Christine Moore. Michelle Doering moved to accept the minutes; David Wahlstrom 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, Vikki Marlow, Lori Dawson, and Arlie Flath.
- Landon Freeman asked for clarification about roommates; an owner-occupied unit can have roommates and it is not considered a rental.
- Arlie Flath asked about snow plowing and removal in response to a recent snow and ice storm. Michelle Doering explained difficulties in getting a response from our plow contact in time. The amount of snow came as a surprise and was much more than predicted, so prior organizing for plowing was not anticipated. This issue will be discussed further at a Capital Reserve meeting.
- Michelle mentioned that Carlos had checked with Lori Dawson about her leak, and the flashing is being repaired. Landon Freeman mentioned he had not heard from Carlos yet about his leak; Eric will follow up with Carlos. Blythe Daniels mentioned she still needed him to check on their leak.

TREASURER'S REPORT:

- Tom Dempsey went over the Month End financials and gave updates on A/R Aging.
- There was a discussion about late payment of dues and possible fines. This issue will be discussed at the Annual Meeting.

CAPITAL RESERVE:

- David Wahlstrom read the minutes of the February 21, 2023, Capital Reserve meeting. The next meeting is March 21, 2023.

EXTERIOR FACILITIES/MAINTENANCE:

- Eric Leach reported that B&G Plumbing is scheduled to work on replacing a water valve along Siskiyou Court and water will need to be shut off. An email will be sent out informing residents.
- He also mentioned a drain issue near the fire lane where the drain had been partially covered with grass. Michelle Doering asked that Carlos clear space around the drain. She also mentioned that Linda Itami still needed Carlos to repair her mailbox post. She also reported that she had ordered new locking mailboxes. Eric Leach said he had researched other locking mailboxes and shared information about one he found. It was decided that Michelle will order the new one the next time she orders more. Eric will check with Carlos about the cost of installation.

ARCHITECTURAL:

- Jamie Embry brought up the issue of the lack of uniformity of the panes on our garage doors and checked our rules. She will make a list of units that need replacement or repair and will forward the information to Christine Moore to send notices. Jamie also reported that Units 73 and 77 have had new garage doors installed.

SECURITY:

- Mike Daniels was absent. Blythe Daniels reported that he will send the Board an email with updates.

HOSPITALITY/CLUB HOUSE:

- Christine Moore reported no new reservations for the clubhouse.
- Blythe Daniels reported she had delivered a welcome basket to the new owner of Unit 115.

GROUNDS AND LANDSCAPING:

- Heidi Pearce discussed a homeowner wanting to do his own landscaping around his unit but not making the appropriate applications and receiving approval before going forward. Heidi will continue working with him on a plan.
- She reported that Crystal Greens is scheduled to resume on Friday, March 3.
- Heidi also brought up the damage to plants, trees, etc., done by the snow storm. Michelle reported that since Carlos was on vacation, Nathan Doering had picked up broken branches and debris around the complex after the storm.
- Heidi will continue to work with Carlos on making plans for trimming trees and plants, especially those too close to the buildings.

PESTS:

- Jamie Embry will replace Linda Itami to deal with pest issues. She will be in touch with Summit Pest Company regarding moles and rats.

POOL:

- Michelle Doering asked Lori Dawson for a copy of invoices from WetKat.

RENTAL COORDINATOR:

- Michelle Doering gave an update on responses to our letter requesting current information from homeowners with renters. To date there were two replies. Our information is that 11 units are currently rentals. The deadline for a reply is March 15, 2023. Per the new policy, homeowners will be fined \$1000 if violations are found.

OLD BUSINESS:

- Michelle Doering brought up the issue of how to improve how information is shared, i.e., when deciding on fines, etc. An email with photographs of violations will be sent out, and Michelle will confirm whether a fine is to be imposed. Lori Dawson will be included if a fine is needed, and she will send Christine Moore a copy of the fine invoice, which will be included in the letter/email notifying the resident of the fine.
- Michelle mentioned that Heiberg Garbage had sent a notice that no hazardous materials are to be included in our garbage. She will send the notice, and the information will be included in the next newsletter.
- Michelle also reported that she is developing a Google Docs program for saving and organizing copies of important documents, etc. She will send an email with an invitation to access the program.

NEW BUSINESS:

- None.

The meeting was adjourned at 8:34 pm. The next meeting will be held on April 5, 2023.

Respectfully,
Christine Moore, Secretary