

RIVERCLIFF ESTATES

HOMEOWNERS
ASSOCIATION

Rivercliff Estates Homeowner's Association

June 7, 2023, Board Meeting Minutes of Annual Meeting

Michelle Doering called the meeting to order at 7:01 pm. In attendance: Board Members present: Michelle Doering, David Wahlstrom, Tom Dempsey, Heidi Pearce, Jamie Embry, and Christine Moore; Eric Leach was absent. Committee Members present: Blythe Daniels, Mike Daniels. David Wahlstrom did the Homeowner Roll Call. After counting, it was determined that there was no quorum to allow the meeting to proceed; only 46% were in attendance. The meeting was adjourned by Michelle Doering. At 7:15 pm, Michelle called a second meeting to order. The meeting proceeded with the more than 25% required in attendance.

The May 2023 minutes were read by Christine Moore. Michelle Doering moved to approve the minutes; David Wahlstrom seconded the motion, and the minutes were approved. Michelle Doering presented the Agenda for the meeting; the Agenda was approved.

TREASURER'S REPORT:

- Tom Dempsey went over the Month End financials and gave updates on A/R Aging. He also gave a general explanation of the budget process for the residents in attendance for the Annual Meeting.

SECURITY:

- Mike Daniels explained the security updates to the Clubhouse, mostly concerning getting the security cameras set up there. He also mentioned he is trying to increase community engagement in security, including a possible neighborhood watch.
- A resident raised the question of what to do if anyone experiences packages being stolen from porches. She was advised to call the police. In addition, it was suggested that all residents keep watch over their neighbors and share if anything questionable is noticed.
- In that vein, Joy Beldin reminded people to let a neighbor know if they notice someone's garage door being left open.

HOSPITALITY/CLUB HOUSE:

- Christine Moore explained renting the clubhouse and reported two new reservations for the clubhouse.
- Michelle Doering mentioned that we have approximately 12 new homeowners in the past year.

CAPITAL RESERVE:

- David Wahlstrom reported on the status of our Capital Reserve and explained its purpose – to build up our financial resources for projects around our complex to try to avoid any special assessments. He said that nothing major is planned for the upcoming year.
- Mic Currie discussed the importance of the Capital Reserve for present and for future residents.
- Tom Dempsey talked about the 30-year reserve study that is done every 5 years. It projects our costs for 30 years so we can plan ahead and avoid special assessments.
- A resident asked when our roofs were due to be replaced. David Wahlstrom said all the roofs were checked last year and were all okay. New roofs are currently scheduled for installation beginning in 2029, and the process will take about 5 years to complete. Some roofs may need replacement sooner if found to be necessary. Siding is also currently scheduled for replacement beginning in 2029.

GROUNDS AND LANDSCAPING:

- Heidi Pearce reminded residents to set out their yard debris at the end of their driveways on Friday mornings for pick-up.
- She also reminded residents that if they have any landscape requests, send her a paper request or an email, including any questions or requests regarding any special plants they may have. Sending photos is also helpful. She said people are also welcome to call her.
- Heidi also brought up that the Wilkes Creek Headwaters is forming a committee and have asked for members. More information will be shared as it develops.

- Lori Dawson asked about what to do with old plants still in pots. Heidi said they can be put out also.
- John Starkey asked about the dead grass “paths” that appeared recently in our large common area near the garden spots. No one had any information as to what happened.
- A resident asked about the mulch pile at 148th and Siskiyou Court. Vikki Marlow said it was free (through the county) and was available to anyone to use.
- Michelle Doering mentioned that the costs for maintenance of our trees is part of the Capital Reserve budget. Joy Beldin expressed her opinion that more money should be spent on tree maintenance.
- Heidi mentioned that tree trimming is due to begin June 8, 2023.
- Tsering Chozom asked about having the dogwood in front of her unit pruned. Heidi said it was on her list of projects and will talk with Carlos about it.
- Michelle Doering mentioned that all the garden spots are now taken.

EXTERIOR FACILITIES/MAINTENANCE:

- Eric Leach was absent for the meeting but had left some notes for Michelle Doering. Eric asks that if anyone has a request for him to please include all information (name, address, phone number, etc.). Michelle also said that Eric reports the stair project near 148th has been completed, as have the visitor parking lines.

ARCHITECTURAL:

- Jamie Embry explained architectural requests and what kind of work needs to have one submitted.
- Joy Beldin mentioned that the paint being used on our decks needs to be the right kind of paint and the right color.
- Michelle Doering brought up the dusk-to-dawn lights we use in our garage lights. She wants everyone to know that these lightbulbs are provided by the Board and to let the Board know if a replacement bulb is needed. Vikki Marlow will replace the bulb. The residents are reminded to leave the garage light switch on at all times so the bulbs can come on at dusk and off at dawn.

PESTS:

- Jamie Embry said she was meeting with Summit Pest Control the next day regarding the mole issue.

POOL:

- Michelle Doering thanked the residents for the successful pool party on Memorial Day weekend.
- She also announced that Vikki Marlow is now our pool vendor and will be taking over maintenance of the pool. She explained the reasons for the decision to get a new vendor. She also mentioned that more pool monitors are needed.
- Michelle reminded everyone that fobs are necessary to access the pool and clubhouse. This will help with security.

RENTAL COORDINATOR:

- Michelle Doering went over the rental percentage limit for our community (15%). She also reminded everyone that if they want to rent out their unit, they have to request permission and provide information on the renters.

OLD BUSINESS:

- Michelle Doering reminded everyone about the garage sale to be held July 8-9, 2023.

NEW BUSINESS:

- Michelle Doering announced she had created a new community Facebook page. She also asked residents to check out the suggested Rivercliff logos and pick a favorite.

HOMEOWNER OPEN DISCUSSION:

- Voting was taken by voice regarding the three open positions on the Board. Michelle Doering and Jamie Embry were re-elected. Karen Nayyar volunteered as a write-in and was elected to the Board. Welcome, Karen!

The meeting was adjourned at 8:40 pm. The next meeting will be held on July 5, 2023.

Respectfully,
Christine Moore, Secretary