

Riverwalk Townhomes Two - Annual Meeting Minutes

Date: March 18, 2024

Time: 6:25 pm

Location: Graham Civic Center

Attending: President, Helen Lloyd, Vice President, John Brassard, Secretary, Cindi McAdams, Treasurer, Nora Woodard, Member-at-Large, Wendy Cates

Absent: n/a

Other: Prestige Management Group: Teresa Shannon, Bren Knox

Meeting called to order -

Helen Lloyd called the meeting to order, confirmed a quorum, introduced the Board of Directors, Prestige management group and gave acknowledgments.

Acknowledgments-

Dave McGee was acknowledged and thanked for his valuable contributions as Board President during the early months following Board election.

Kent Davis and Gary Tillotson were acknowledged and thanked for their work to enhance the Raspberry Run entrance.

Finance/budget-

Treasurer, Nora Woodard, reviewed the 2024 budget and answered related questions.

Board nominations and voting-

Teresa Shannon, Prestige Management Group, explained the nominating, voting process and requested a motion to ask for Board nominees. A motion was made by Tracy Fjelstad. Lori Stewart seconded; no nominations were received.

Board members with a one-year expiring term; Secretary, Cindy McAdams, elected not to run for a second term. Wendy Cates did elect to run for a second term. James Atkins was on the nomination list to run for the board. With two roles to fill and two nominees, a motion was made by Caroline Davis, seconded by Peggy Stauffer to open voting for the two Board nominees: Wendy Cates and James Adkins. Voice votes for "yay", unanimous, voice votes for "nay", none. Election results were accepted.

Questions and new business-

Discussion ensued regarding various and individual concerns about common areas: drainage, water flow, safety, etc. Bren requested those concerns to be addressed to Prestige. Bren will send a generic email to all homeowners who wish to voice their issues. The Board will review and recommend an action plan. James Adkins pointed out the excessive cost to address these issues. Teresa Shannon stated that our monthly \$150 dues will not sustain the cost of all the issues discussed. To increase monthly dues beyond the allowed 10% annually will require a vote of all homeowners. Typically developers/contractors set low and unrealistic homeowners dues; this motivates buyers.

Unfortunately, the HOA must substantially increase dues or impose assessments for adequate funding.

Changes-

Bren reminded everyone that all common area and architectural changes must be approved via the appropriate form found on their website. In addition she reminded everyone of new software tools available for HOA information through their website.

Street paving-

Streets were paved in January and will soon be revisited. Some areas retain water, lack density. Unsightly patchwork appearance is believed to be the result of uneven of inadequate compaction.

Upgrading to private streets-

Helen shared that she had communicated with several of COG's Planning Department personnel; all were of great knowledge of the Riverwalk development and very informative. Her findings: The developer did not meet standards for public streets. Because the lower property was a site-specific conditional rezoning request, an engineer must be hired for a new site plan. This must include new ROW lines and setback reductions. A new application must be submitted for conditional rezoning. The new application requires homeowners in entirety of the area to sign, if one entity does not sign, we can not proceed. If approved, the real work and expense will begin. Everything in the ROW of COG must meet standards. A few infrastructure challenges: relocate storm drains, water/sewer services, fire hydrants, sidewalks/ramps, upgrade asphalt stone thickness and density. This will be a very lengthy and very expensive endeavor. Kent Davis thought other communities close by had upgraded to Public streets, that maybe didn't have as much clearance as Riverwalk Two.

Discussion ensued regarding property taxes, homeowners insurance, liability insurance and trash/recycling costs. Each homeowner is responsible for homeowners HO3 home insurance. The HOA carries one million in liability insurance. Contractors working on the property must be bonded and carry liability insurance. We are not charged by the COG for garbage and waste pickup.

Raspbury Run entrance-

Helen and Teresa shared information regarding the property in question. This is property of individual Raspberry Run owners. We are not allowed to make changes without approval from the property owners. Caroline and Kent Davis inquired about enhancing the entrance, Caroline recommended placing pine straw or mulch as an enhancement. Teresa Shannon recommended working with the owners of Raspberry Run towards a work day.

Riverwalk Drive entrance-

Laura Mustico inquired about the current budget allotted for the entrance structure. This expense is not in the current budget as a line item as we are actively gathering estimates.

Bio cell-

Cheryl Schmidt inquired about bio cell maintenance and cost. After inspections are approved and the maintenance is released to us, our lawn care company will provide maintenance. This expense is not in the current budget but expect an estimate for a separate line item.

Facebook page-

Ray Geskus inquired about a Facebook page. Helen shared that, compliments of Jennifer Freeland, Joyce Freeland's daughter, she has set up a Facebook page. It is in "pause" status pending Board approval of rules, guidelines and appointing administrators to oversee the page. At that time, our newly formed Board was challenged with other priorities. We are now at a good point to ask for her technical expertise as we revisit and move forward.

Helen acknowledged 2023 accomplishments:

- Community directory
- Street lights installed (5) in the lower section of Riverwalk Dr.
- Improved lawn care and drainage
- Long term plan to mature lawns
- Conversion to Bio cell
- Paved streets
- Gazebo removed
- Established roof reserve
- Community events
- Quarterly newsletter
- Worked with Colmar to help homeowners with warranty repairs

Projected projects for 2024:

- Gather gutter guard estimates for 14 homes along tree line to help lower Gutter cleaning cost. Change cleaning from biannual to annual, savings of \$2500
- Gathering estimates for entrance structure/sign
- Establish architectural committee
- Many complaints have driven reviewing of best options to reduce driving speed throughout Riverwalk Dr.
- Replace mulched walkway with grass, correct standing run-off water causing order in the bottom area of Riverwalk Drive.

Meeting adjourned at 7:40

Minutes submitted by Helen Lloyd