

Riverdale Park Townhomes Association
Board of Directors Meeting Minutes
Tuesday, January 24, 2023
Via Zoom at 6:00 p.m.

Board members present: Tanner Jenkins, Carol Nelson, and Hillary Hamilton

Board members absent and excused: Lon Garber

CPMG Staff: Debra Vickrey, AMS, PCAM - Association Manager

Meeting called to order at 6:00 p.m. by Tanner Jenkins. Quorum of the Board of Directors established. Minutes were taken and transcribed by Debra Vickrey.

Election of Officers:

- **Motion** to elect the following officers was made by Carol Nelson, seconded by Tanner Jenkins and passed unanimously;
 - Tanner Jenkins, President
 - Carol Tanner, Treasurer
 - Lon Garber, Secretary

Meeting Minutes: September 27, 2022

- **Motion** to approve the meeting minutes was made by Tanner Jenkins, seconded by Carol Nelson and passed unanimously.

President's Report: Tanner Jenkins

- Tanner reported that Leslie Hilton has resigned from the board and thanked her for her service.
- He spoke about the snow removal costs and the Board's attempt to cut costs, admitting that the new standards did not satisfy the community. He indicated the Board will be discussing changes in the contract later in the meeting.

Manager's report: Debra Vickrey

- Debra gave a summary of her report on monthly activities.
- She summarized the issues with the most recent snow storms.

Discussion Items:

- **Motion** to accept Leslie Hilton's resignation, and open the position, was made by Carol Nelson, seconded by Tanner Jenkins.
- **Motion** to revise the Landtech snow removal contract standards to 2" on the walks and driveways, and to restore discretion to CPMG and the contractor to approve services where needed in the community during/after a storm, was made by Carol Nelson, seconded by Hillary Hamilton and passed unanimously.

Contracts:

- No action was taken on the Landtech landscape contract. The Board requested a revision to include mowing of natural grasses monthly.
- **Motion** to approve the Absolute Pool contract in the amount of \$12,225.00, plus the cost of janitorial supplies and chemicals, was made by Carol Nelson, seconded by Tanner Jenkins and passed unanimously.
- **Motion** to approve the Custom Contractor proposal in the amount of \$3,031.12 for gutter modification at 12804 #E was made by Tanner Jenkins, seconded by Carol Nelson and passed unanimously.

- **Motion** to approve the Custom Contractors proposal in the amount of \$2,062.50 to clean identified gutters was made by Carol Nelson, seconded by Hillary Hamilton and passed unanimously.

Financials/Legal:

- **Motion** to approve the September – December preliminary 2022 financials prepared by CPMG, subject to audit, was made by Tanner Jenkins, seconded by Hillary Hamilton and passed unanimously.

Hearings: None

Homeowner Forum: 10 attendees

- Maintenance items were brought to the attention of the Board and CPMG.
- There was significant discussion related to snow removal. Owners thanked the Board for reconsidering the contract.
- A concern was raised about items at their unit not completed on the project. Debra will follow-up with the owner.
- Owners encouraged the Board to increase the natural grass mowing in the summer months.
- There was a question about the rules for parking large trucks that exceeded the painted lines.

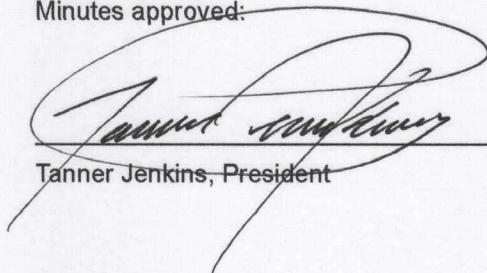
Adjournment: 7:30 p.m.

Next meeting: March 28, 2023

Board actions between meetings:

- The Board approve the Landtech 2023 landscape contract in the amount of \$116,988.

Minutes approved:



Tanner Jenkins, President

4/5/2023
Date