

Riverdale Park Townhomes Association
Board of Directors Meeting Minutes
Wednesday, February 14, 2022
Via Zoom at 6:00 p.m.

Board members present: Leslie Hilton, Tanner Jenkins, Carol Nelson, Kris Bohling

Board members absent and excused: Lon Garber

CPMG Staff: Virginia Johnson, AMS, PCAM – Association Manager and Debra Vickrey, AMS, PCAM - Association Manager

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

Ballot/Loan Project: Debra Vickrey

- Debra provided a brief summary of the timeline and activities related to the passage of a ballot to secure a construction loan.

Meeting Minutes: November 18, 2021

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

Manager's report: Virginia Johnson, AMS, PCAM

- Virginia gave a summary of her report on monthly activities.

Discussion Items:

- Kris Bohling gave an update on the completion of the fire lane paving and signage.
- The Board discussed additional landscaping issues related to the new development and requested maps and a summary of what plants will be replaced.

Contracts:

- **Motion** to approve the WDR Construction proposal in the amount of \$2,546.69 for the installation of railings at units 12828 C&D was made by Kris Bohling, seconded by Leslie Hilton and passed unanimously.
- **Motion** to approve the Custom Contractor proposal in the amount of \$875.00 to repair the concrete outside garage #103 was made by Leslie Hilton, seconded by Kris Bohling and passed unanimously.
- **Motion** to approve the Doody Calls proposal in the amount of \$400.00 for a one time pet waste clean-up was made by Kris Bohling, seconded by Leslie Hilton and passed unanimously. The Board requested CPMG verify the proposal includes the property perimeter along the fence and sidewalk area.
- No action taken on the LandTech landscaping proposal. The Board requested an additional fall clean-up be added to the contract and be resubmitted. The Board requested CPMG verify the proposal includes the natural grass area along 130th.

The Board also requested a proposal for the replacement of edging as a separate project.

Financials/Legal:

- **Motion** to approve recommendations from CPMG finance for adjustments to the year-end financials was made by Leslie Hilton, seconded by Tanner Jenkins and passed unanimously.
- **Motion** approve the November – December 2021 preliminary financials prepared by CPMG, subject to audit, was made by Leslie Hilton, seconded by Tanner Jenkins and passed unanimously.

Board member items:

- There was a request to make the board meeting schedules more predictable and to streamline communications to the board.
- Landscaping in the new area, and what is being replaced by the builder was brought up as a concern. Kris Bohling and Debra Vickrey will be following up with the builder on this matter in the spring.
- The Board discussed an owner request for a charging station and determined there were not the resources at this time for this type of project. CPMG will notify the owner of the decision.
- The board is concerned about the damaged downspouts in the final phase of the new units which will need follow-up by CPMG.

Hearings: None

Homeowner Forum: 11 attendees

- There were concerns expressed about the lack of notice when contractors are working at or very near units.
- An owner made comment to the fact that holiday decorations were still up and there were numerous trash violations that did not seem to be getting resolved.
- Concerns were raised about all the construction trash, nails and screws from the patio replacements.
- Maintenance items were brought to the attention of the Board and CPMG.
- There was discussion about the increase in car vandalism and ways to increase community awareness. Owners shared their personal experience with home security cameras.
- Questions were asked about the rules governing pet waste on patios.

Adjournment: 7:25 p.m.

Next meeting: TBA

Board actions between meetings:

- The Board unanimously approved the 2022 LandTech landscaping contract in the amount of \$99,912.
- The Board approved the request from 12940 #F to install a deck.
- Per Board policy, the request from 12890 #F to install a rod iron gate was approved.

Minutes approved:

Leslie Hilton, President

Date