

Riverdale Park Townhomes Association
Board of Directors Meeting Minutes
Tuesday, August 16, 2022
Via Zoom at 6:00 p.m.

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

CPMG Staff: 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.

Meeting Minutes: June 21, 2022

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

President's Report: Leslie Hilton

- Leslie made comment about the good job that CP&M have done thus far on the project.

Manager's report: Debra Vickrey

- Debra gave a summary of her report on monthly activities.
- She summarized the project activities

Discussion Items:

- **Motion** to adopt the state required Resolution to cap interest rates at 8% was made by Leslie Hilton, seconded by Lon Garber and passed unanimously.
- **Motion** to adopt the state required revisions to the Conduct of Meeting Policy was made by Leslie Hilton, seconded by Lou Garber and passed unanimously.
- **Motion** to adopt the state required revisions to the Covenant Enforcement Policy was made by Leslie Hilton, seconded by Lon Garber and passed unanimously.
- **Motion** to adopt the state required revisions to the Collection Policy was made by Leslie Hilton, seconded by Lon Garber and passed unanimously.

Contracts:

- No action taken on the LandTech snow removal contract. The Board requested additional bids.
- **Motion** to approve the Custom Contractors proposal in the amount of \$779.00 to repair crushed downspouts in the older section was made by Lon Garber, seconded by Carol Nelson and passed unanimously.
- **Motion** to approve the Custom Contractors proposal in the amount of \$1,007.74 to repair the crushed downspouts in the new section was made by Lon Garber, seconded by Carol Nelson and passed unanimously.

- **Motion** to approve the Dale Weidner & Company hourly rate proposal to prepare the 2022 taxes and audit was made by Carol Nelson, seconded by Tanner Jenkins and passed unanimously.
- No action taken on the SavATree proposal. The Board is awaiting additional bids.
- No action taken on the Heritage Roofing gutter cleaning proposal. The Board agreed to have the buildings individually inspected for cleaning believing all buildings do not need the service.

Financials/Legal:

- **Motion** to approve the June - July 2022 financials prepared by CPMG, subject to audit, was made by Leslie Hilton, seconded by Tanner Jenkins and passed unanimously.

Hearings: None

Homeowner Forum: 4 attendees

- Maintenance items were brought to the attention of the Board and CPMG.
- There was discussion about continuing landscaping issues especially with sprinklers.

Board Action Between Meetings:

- The Board approved the architectural request from 12890 #A to increase the size of the concrete patio.
- The Board approved the LandTech proposal in the amount of \$5,687 to repair/replace edging.

Adjournment: 7:12 p.m.

Next meeting: October 18, 2022

Minutes approved:

N. Leslie Hilton

Leslie Hilton, President

10/05/2022

Date