

RR HOA Meeting Minutes  
Tuesday, November 14, 2023  
Via Zoom

Meeting Call to Order: 4:00 p.m.

Board members present: L. McLaughlin, M.J. Thomas, J. Michels, G. Robbins, C. Lee and E. O'Connell with Crofton Purdue

Community members present: J. Birk, L. Lee, B. and M. Schmitt, J. Eng, K. and S. Reed, A. Dwyer, B. and B. Lindholm, M. Mayernik, M. Horyczun, J. and C. Galvin, A. Drenk, C. Finch, J. Jackson, R. and L. Biedenbach and R. and C. Blank

Approval of September 12, 2023 RR HOA Board Meeting Minutes: M.J. Thomas moved to approve; J. Michels seconded. The motion was passed 5-0.

Variances from September 13 to present – L. McLaughlin

- No variances requested/approved.

Contract(s) awarded between September 14 thru November 14, 2023 – L. McLaughlin

- MIG Building Systems to replace the current gutter that runs along the back of building 900 with a 6” gutter for the entire length of the back of the building. \$2,000 will be funded from reserve fund. Approved 5-0.
- Magic Snow Plowing 2023-2024 winter season includes unlimited snow plowing trips, “salt” roadways, cul-de-sac, shovel sidewalks. Price remained the same as 2022-2023 season at \$28,700 plus tax and any extra services requested. Approved 5-0.
- Birchcrest Tree and Landscaping to perform the 2023 fall tree and shrub pruning/trimming on trees under 12 feet tall. \$3,000 plus tax. Approved 5-0.
- GJ Romig 2024-2026 weekly landscaping ground maintenance work. Approved 5-0. Price includes tax. Annual costs are:
  - 2024 - \$59,380.56;
  - 2025 - \$62,349.48 (note 5% increase over 2024); and
  - 2026 - \$62,349.48 (no increase).
- Birchcrest Tree and Landscaping to perform the 2023 brush mowing and maintenance work on Rivers Run’s five retention pond banks. \$2,100 plus tax. Approved 5-0.
- Birchcrest Tree and Landscaping to perform pruning on those trees that are over 12 feet tall which require a bucket truck to be utilized. \$2,900 plus tax. Approved 5-0.
- Magic Seal LLC to repair the pot hole in the asphalt in front of RR units # 501-502. \$750 plus tax. Approved 5-0.
- Green and Clean Soft Wash Solutions to clean gutters, downspouts and roofs for all buildings. \$2,030 plus tax. Approved 5-0.

Committee Reports

- Hospitality – MJ Thomas:
  - Many thanks and welcome to the new Committee Chair, Marty Schmitt. The committee is comprised of M. Schmitt, A. Drenk, S. Reed and B. Nellist.
  - The new owner of 1602, B. DeOca, has been welcomed.
  - K. Hayes (402) moved October 31. Cottages 302 and 402 are currently for sale.

- Policy – MJ Thomas: No report.
- Building & Grounds – No report.
- Electronic Communications – C. Lee: Thank you to M. Mayernick for troubleshooting and repairing the cottage directory linkage. The October Rivers Run Cottages report shows 220 site sessions with 10% returning and 90% new individuals. Visitors have been from Canada, the Philippines and 11 states.
- Social – J. Galvin: The monthly bulletin continues to be sent with scheduled activities. We are trying to schedule some game nights; however, the club room at Greenwood Cove needs to be completed. New homeowner, B. DeOca, has joined the committee.

## Financial Report

J. Michels: 2023 Year to date (January – October) report:

- At the end of October 2023, the HOA maintains a cash balance of \$52,760 in the operating account after the monthly reserve payment was made, and \$273,296 in the Maintenance Reserve account.
- The budget through ten (10) months of the calendar year 2023 shows operating expenses to be \$2,388 under budget and \$35,770 under budget for the year.
- Although our HOA is approximately \$36,000 under budget for the year, future costs for building repairs, end of the year snow removal, and unpaid bills are expected to bring the balance closer to our estimated level.

L. McLaughlin:

- Although to be discussed later in the meeting, the work being done on 13 units having potential water damage will be paid for out of the reserve, not operating, fund.
- The HOA's 14-month CD will mature on November 26. E. O'Connell states that rates as of October 31 at M&T were 5.25% for 8-month terms and 5.0% for a one-year term. Rates for a 9-month term will be requested from CNB.
- The Board will ensure that funds are deposited in various financial institutions in order to remain under the FDIC insurable limit.

## Old Business

- Magic Seal 2023 Hot Crack Seal – Due to weather and scheduling issues we postponed the crack sealing until 2024.
- Crofton Perdue – Started working on the 13 units which have been identified as potentially having water damage. The 13 units that have been identified: 201, 204, 401, 404, 504, 701, 1001, 1003, 1301, 1401, 1403, 1501 & 1601. Three units have been completed so far with a various degree of water damage. It is recommended that items on the exterior wall/mantle be moved to prevent damage. Jacquie at Crofton will notify the homeowner(s) the day before work on their cottage is scheduled to start. [#701 will not be here, but neighbor can access.]
- Survey – A copy will be distributed to the Community the week of November 13<sup>th</sup>. A Fireside Chat is scheduled for December 2; time to be determined.

## New Business

- Updated 2024 Budget - due to the increase in the lawn care contract, the new proposed HOA fee for 2024 will be \$405 versus \$400. This will cover the published expenses. The Board will look for ways to cut the budget.
- List of native trees and shrubs or varieties that will grow well in this area. J. Michels will head this committee and would like volunteers to determine what plants and shrubs work best in our community. We would like to create a list with a reasonable number of trees, plants and shrubs that

the HOA and homeowners can use going forward considering our local environment, soil and lack of watering. The recommendations should be determined by mid-March.

#### Community Update – L. McLaughlin

- There has been interest in updating the policy to include colored holiday lights between November and January. An email will be sent to the community within the next week to determine the community's thoughts. If the majority favor a change to include colored lights, the handbook will be updated.
- There has been no progress from the Town of Henrietta regarding the road takeover. No status update email was sent in October due to the election.
- Updating the RIT registration process has been a long and drawn-out procedure. There are three scenarios that have been tested and problems have arisen. Hope to have the process documented by the end of November. The handbook will be updated with this, and other, information in December.
- Parking in the roads for 5-10 minutes to deliver a package is okay; however, parking for a longer time period or overnight is not acceptable. Please use your driveway, garage or available parking spaces. There is also additional space behind Greenwood Cove. It is very important to allow access for emergency vehicles and snow plowing.

#### Community Member Comments/Questions

Q.: Is there a possibility to maintain the weed trimming year-round around the ponds? It all looks so much nicer!

A.: The community has stated that they prefer the natural look. It costs more to cut on a regular basis and weed through organic means. Birchcrest has been approved by the Army Corp of Engineers to maintain those areas; GJ Romig hasn't. The fall cutting will help propagate seeds.

C.: Several residents prefer the wildflowers.

Q.: What will it take to have the snowplowing company shovel our paths? It is used by many of us on a daily basis. The paths are a safer place to walk during the winter when there are snowbanks and icy roadways.

A.: The cost is approximately \$5/6,000 to have the paths shoveled. In addition, Magic is having trouble ensuring enough staff to shovel our sidewalks. Greenwood Cove is responsible to shovel the main path.

Q.: Should the response regarding holiday lights be one vote per cottage?

A.: Yes, one vote per cottage, not individual.

Q.: How many responses were there to the 2023 community survey?

A.: Out of 86 eligible individuals, there were 52 responses.

C.: Contact J. Michels with thoughts, ideas and/or volunteers for the native trees and shrubs landscaping committee.

C.: Barb Lindholm volunteered.

C.: Cut back on pesticide use.

Q.: When the planting list is finalized, will only those plants be allowed? Is the Board responsible to whittle the list down for continuity regarding future guidelines for planting? This may impact the future cost of maintenance and care/upkeep.

A.: To be determined.

Meeting Adjourned: 4:58 p.m. C. Lee moved to adjourn; M.J. Thomas seconded. Approved, 5-0.

Next Board Meeting: January 9, 2024