

RR HOA Board Meeting Agenda
Tuesday, July 8, 2025 at 4:00 p.m.
Greenwood Cove Lecture Hall and Zoom

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

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

Community members present: A. Drenk, S. Courter, M. Schmitt, C. Galvin, S. Reed, B. Lindholm, R. and L. Biedenbach, P. Levitt, M. Mayernik, M. Horyczun, J. Birk, X. Jackson, M. Carlson, C. Kastner, R. and C. Blank, A. Dwyer and J. Westby.

Approval of May 13, 2025 RR HOA Board Meeting Minutes: J. Galvin moved to approve; M.J. Thomas seconded. The motion was passed 5-0.

Variance(s) – G. Robbins

- 1202 – Myers, retractable sun shade, approved 5-0
- 103 – Nellist, replace bushes behind cottage, approved 5-0
- 1601 – Schmitt, plantings in driveway median, approved 5-0

Contract(s) Awarded – G. Robbins - none

Old Business – G. Robbins

- Roofs: the finance committee is planning ahead for costs relating to roofs, siding and cul-de-sacs.
- Road: the milling has been completed and paving will be completed on Monday. The TOH has been asked to check into gutter accommodations to ease travel by scooters and walkers in and out of the cul-de-sacs. No parking signs have been requested for the perimeter road.
- Landscaping: Romig has a list of additional landscaping items and has begun the work.
- Spectrum/Frontier: Frontier has completed replacing their fiber optic network here. Spectrum has been here to run cable into several units.
- Greenwood Cove has repaired the main walkway.
- Repairs have been completed on #603 and will be checked after the next hard rain.

New Business:

- Handbook – The handbook has been updated and is currently being reviewed. Thank you to Marty Schmitt, M.J. Thomas and Cheryl Lee.
- Crofton – Jacquie Pilger has left and Kelly Morris is our new Assistant Property Manager.
- Manager's Report – E. O'Connell:
 - J. Galvin has been provided the rough asphalt, siding and roofing costs for review.
 - The work order report is attached for Board review.
 - There are no open variances.
 - Per the roof evaluation completed by Halman Contracting, buildings 1200 and 1400 are in the worst condition with damaged shingles.
 - The walkaround report work orders are in progress and almost complete. Brian, from Crofton, has been going building by building addressing items.
 - The walkaround landscape report has been updated and submitted to Romig.
 - Clean and Green was awarded the power washing contract for the community. This project (siding and privacy fences) has been delayed until the road work has been completed and is expected to be done in mid/end of July or early August. Patio cleaning has not been discussed as an estimate has not been received.

- The asphalt estimates with the square footage of the four cul-de-sacs, including driveways, will be forwarded on receipt.
- Domicello and Magic Seal will be asked to submit contract proposals for winter plowing and shoveling. Specs will be created by Crofton.

Committee Reports:

- Electronic Communication – C. Lee: The new handbook will be posted on the Rivers Run Cottages and Crofton websites when a review has been completed. Committee member listings will be posted as a separate entity on the website.
- Financial Report – J. Michels:

At the end of June 2025, the HOA maintains a balance of \$33,487.15 in the Operating Account after the monthly reserve payment was made in full. Operating expenses were \$9,959.65 under budget for the month and \$25,217.49 for the year. June 2025 disbursements from the Operating Account amounted to \$23,860.02.

The Maintenance Reserve account has a total balance of \$279,615.45. This total balance consists of \$250,000 in CDs and \$29,615.45 in available cash assets.

Although our year-to-date Operating Account shows Building repairs to be \$4,798.30 under budget, a considerable amount of work has been identified during our 2025 walk-around. For example, an expense of \$9,480 for building and privacy fence power washing alone was recently voted on and approved, while expenses for patio power washing are under review. In this case, approval of the former was made since we had uncommitted operating funds. While Tree Maintenance is currently \$13,000 under budget, bills for such work have not yet been received. Further, our Income Tax expenses are currently \$1,734 over our annual budgeted amount of \$4,500. This expense is primarily due to the interest we are receiving in our CD investments and will continue to rise for the remainder of the year.

As such, our finances will remain extremely tight for the remainder of the year. Any project identified but neither in the budget nor essential should be postponed until we are able to fund it.

- Finance – J. Galvin:

Our budget put us in a position where we had accumulated unencumbered operating funds that we could use to do some unplanned projects. We were able use these funds to take advantage of dedicating the road to the town and commit to power washing our buildings. However, by the time we finish paying for these projects, we'll be under \$20,000 of unencumbered operating funds. At the same time, we haven't been able to pin down the cost to repair/replace the driveways and cul-de-sacs. Both are still our responsibility. We have some idea from our estimates, now three years old, but our experience on recent project costs indicate these repairs will be dynamically higher. All of the above will consume our excess unencumbered funds.

We also feel at this point that without the burden of the road, we need to start putting away for siding replacement. The people in this room will most likely not be the people with the burden of replacing the siding; however, we have to be good stewards and not leave it to the next owners. It's comparable to leaving the environment to your kids. We will continue to do anything that is necessary. Things that are planned, but not necessary, may be postponed for a year or two to make sure we have to money to do the project without negative impact to our finances.

We also have well over 200 trees on the property and some of those trees are suffering. We may remove a tree without replacing it. To replace a tree is a minimum of \$500 and if it died in that hole, there's a chance it will die again in that hole. We may look at less expensive but visually pleasing replacements that grow well in this community rather than a tree. We don't want things to look shabby or give the appearance we don't care about maintaining the grounds that we have.

We're going to closely examine just about everything we can. Two things that we don't want:

An ongoing annual HOA dues increase that dramatically exceed inflation, and special assessments. This continues to be a real challenge.

This year we're taking a hard look at our tree budget. We put \$13,000 in the budget for this maintenance item. We're going to examine at how much we really have to spend to keep those trees healthy without losing a mature, \$2,000 tree.

I want to piggyback on the treasurer's report. We do need to keep a tight rein on the budget. We really want to keep the annual fees in line with inflation. We want to look at the contracts and get the best deal we can. We will always have differences of opinion on how we accomplish this task as Eric pointed out. We are committed to keeping costs as reasonable as possible for our residents while doing what is necessary to maintain our community.

- Hospitality – M. Schmitt:
 - John and Marcia Westby have moved into #601.
 - Art and Arlette Smith will be moving into #1102 soon.
 - #1801 is expected to close in mid-August.
- Policy – M.J. Thomas: No report.
- Social – L. Musgraves: L. Musgraves' term as head of the Social Committee ends in October. A successor and new members are needed.
 - There will be a pot luck picnic on August 3rd at 3:00. Bring a dish to pass, your own beverage and a chair. Hamburgers and hot dogs will be provided by the Nellist's.
 - An ice cream truck will be here on August 10th in the #1400 cul-de-sac. Contact Sue Rausch at 585-272-1147 for details and a presale discount.

Group Reports:

- Book Club – J. Galvin: July's book is *The Bee Sting* by Paul Murray. In August, the selection is *James* by Percival Everett. If interested in participating, contact J. Galvin.
- Chat and Craft – S. Reed: Participating has been low during the summer.
- Ladies' Lunch – C. Gnazzo: July's luncheon will be held at Tony D's on the 25th at 1:00. Contact C. Gnazzo if attending.
- Landscaping – J. Michels: Following the spring bush hogging, the Landscape Group conducted spring planting consisting of a mix of native wildflowers in ponds 4 and 5, the two easternmost ponds. For this work, the seeds were donated, and the planting and minor mugwort weed culling was achieved by resident volunteers. The Landscape Group is now in the process of evaluating the results of this pond work, photos have been collected, and thanks to Michelle Mayernik, a color printed display is shown here on the front table. We look forward to distributing several of these photos to the community.

As mentioned previously, we expect that many of the seed plantings will take two to three years before they mature. However, the plants that have come forth already are noteworthy. Specifically, milkweed, goldenrod, black-eyed Susan's, daisies, Joe Pie weed, cone flowers, rudbeckia, St. John's wart and several others are prolific. In addition, we now see not only the presence of butterflies, but also of small wildlife such as toads, turtles, frogs, and praying mantises, all of which provide the natural control of insects. We encourage you all to enjoy our pond areas if you are able.

After recent examination of the ponds, our group maintains that, for this year, there is no need for further culling. Although a Spring brush hogging was conducted this year, that work was necessary since the work was not performed in the Fall of 2024 due to the excessive proposed cost from Birchcrest. This Fall, however, it is essential that we conduct another brush hogging while in subsequent years only a Fall brush hogging will be necessary.

Going forward with the pond maintenance, the Landscape Group recommends that the Board continues with this year's contractual approach regarding the ponds, i.e., contracting for specific tasks for the three seasons of Spring, Summer, and Fall rather than using large 12-month contracts. What we achieved this year with the cost of a brush hogging and elimination of plant spraying had significant payoff.

- Lawn Games – C. Galvin: It's been too hot lately!
- Men's Breakfast – J. Galvin: Join us tomorrow and July 23rd at Peppermints tomorrow at 8:30.
- Newsletter – B. DeOca: The next issue is on schedule. Contact Barb with any new ideas.

Community Update – G. Robbins

Please plan on attending the annual meeting either in person or on Zoom as we need a quorum. We will review the plans for the year, present the annual proposed budget and reserve expenses.

There will be two open Board positions in September. If you are interested in running for office, please contact Crofton. They will provide you with the required steps to submit your name.

Community Member Comments/Questions

C.: There is gravel in the front gutters of the #700 building causing an overflow of rain resulting in wet garages during heavy rainfall.

R.: Crofton will check this out.

Q.: There is a tree with dying/dead branches and yellow leaves next to #701. If the HOA will pay for the removal of the tree, the homeowner will pay for the tree. What is the process for this?

A.: Submit a variance detailing this request to Crofton.

Q.: I would like to add plants to an area south of the perimeter road. How should this be done?

A.: Submit a variance to Crofton with your plan for the area.

Q.: What is the roof grade of building #700?

A.: That building is rated B with a life expectancy of 10 – 14 years.

C.: The drain between the #1200 and #1400 buildings needs to be cleaned.

C.: I applaud Greg for his communication to the community as President.

C.: The Landscape Group has done a wonderful job with the ponds. I just want to say that you have done a great job on the landscape group and I noticed a big difference from two years ago to now. I think it happened when you cut back the willows, got rid of some of the more invasive plants and then seeded.

C.: I just think that it could be brought back to more like a meadow and then it could become a certified butterfly habitat, because it's really close to achieving that goal. I encourage everybody to just take a look at the .pdf that will be sent out so you can see all the wildflowers that are taking root there.

Q.: Who are the members of the group?

A.: The members are Marilyn Carlson, Cy Kastner, Barb Lindholm, Michele Mayernik, Jim Michels and Shirley Reed.

Meeting Adjourned at 5:18. Motion made by J. Galvin, seconded by C. Lee and approved 5-0.

RR Annual Homeowners Meeting: September 9, 2025 at 5:00 p.m.

Location: Greenwood Cove Lecture Hall