

RR HOA Annual Meeting Minutes
Tuesday, September 10, 2024
Greenwood Cove Lecture Hall

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

Community members present: W. and M. Schmitt, P. Levitt, B. Lindholm, R. and L. Biedenbach, L. Musgraves, B. Brent, C. Peterson, B. DeOca, J. Thomas, R. and C. Blank, J. and C. Galvin, M. Carlson, A. Dwyer, E. Andrieu, L. Lee, K. and S. Reed, J. Birk and V. Michels.

September 10th Annual HOA Meeting Call to Order: 5:05 p.m.

Welcome:

M.J. Thomas welcomed all and thanked them for attending the Annual Meeting, reviewed the meeting format and ground rules. W. & M. Schmitt were thanked for helping with check in.

Roll Call has been completed by W. & M. Schmitt as community members entered the meeting.

Approval of September 12, 2023 RR HOA Board Meeting Minutes: J. Michels moved to approve; G. Robbins seconded. The motion was passed 4-0.

Year Summary Reports:

M.J. Thomas recognized Committees and Social Event Contact Persons pages 3 and 4 of the Annual Meeting Presentation ("AMP"). M. Carlson, J. Eng and B. and R. Nellist were thanked for their time serving on committees. Should there be interest in any other area(s), please contact a Board Member. L. Musgraves has taken over as Chair of the Social Committee. Thanks to J. Galvin for his many years on the committee. Thank you to W. and M. Schmitt.

M.J. Thomas introduced and welcomed E. O'Connell who, along with Jacquie, helps with comments and complaints. For any issues with your unit, please notify Crofton directly and include any pictures, if available. Crofton has been on property for several days completing work.

Proof of Notice of Meeting: E. O'Connell reported that the proxy/ballots and notice of meeting were mailed in August and asked if there were any candidates from the audience that would like to join the election.

E. O'Connell explained how the roofs were examined and graded according to current shape for replacement. He also informed all of Crofton's scope of at-home services and their website.

M.J. Thomas also reported the Community Member Updates/In Memoriam since our last HOA Meeting (page 5) and the Social Event Contact Persons (page 6 of the AMP) for names and introduced the board members.

G. Robbins presented the 2023/2024 Year in Review Summary (page 7 of the AMP).

Eight variances approved since March 12:

- 1302 - install a Sun Setter retractable awning over back patio, attached to the unit's south side above the back door. The color is a green (Spruce) and beige/cream strip. Approved 5-0.

- 701 - flag bracket - Approved 5-0.
- 903 - foundation bed extension - Approved 5-0.
- 1602 - storm door - Approved 5-0.
- 1401 - replace windows - Approved 4 yes - 1 abstain.
- 701 - temporary bagster in driveway – Approved 5-0.
- 1603 - driveway sealing - Approved 5-0.
- 304 - dead tree removal and replacement - Approved 5-0.

Contracts awarded since March 12:

- The Homeowners' policy with Travelers and the Umbrella Policy (excess liability) with Greenwich (PPP). Deductible is \$2,500 per claim. Excess Liability (Umbrella) \$1,205.00. Homeowners Policy \$27,649.21; Term 8/31/24 - 8/31/25
- USI Insurance Service secured 3-year quote from our existing insurance provider Cincinnati Insurance Company. Term: 11/23/2023 - 11/23/2026. The policy and cost are the same as our present D&O contract at \$1,000 per year.
- Magic Seal: Fix pot holes on the southern part of the development road; \$1,050. Approved 5-0.
- Magic Seal: apply two coats of sealant to development road and the cul-de-sac access road, \$12,608 including tax. Approved 5-0.
- Birchcrest Tree and Landscaping:
 - Remove and replace tree behind building 1000, remove and replace dead viburnum and replace with magnolia bush at #1102, remove and replace one shrub at #1402 and remove and replace two shrubs at #1503. Approved 3-1.
 - Bushhog five ponds in late fall. Approved 5-0.
 - Apply chemical treatment to invasive plants in ponds. Approved 3-2.
- Clean and Green: gutter cleaning of 58 units (18 buildings) to include clean and flush all gutters and downspouts to remove debris, dirt and leaves, blow off roof (on walkable roofs) \$2,192. Vote pending more information.
- Suburban Disposal Corporation - contract expired June 30, 2024 • 2-yr. contract - beginning 7/1/24 for solid waste and mixed recycling • \$1.083/month, \$12,996.00/yr
- Town and Country - pest control 501-502 - \$430.92
- Hallman Roofing and Highland Contracting - Inspect/Evaluate roofs and chimneys of all buildings, conduct small repairs during the inspection - \$3,600. Vote pending more information.

Town taking over road – TOH Engineering Planning Meeting being held on 9/10/24 to determine the viability of taking road over. (Magic work is temporarily on hold waiting for TOH meeting).

Hallman Roofing – 702 removed the chimney, flashed and replaced roofing.

J. Michels presented the 2025 Proposed Budget (pages 8-13 of the AMP).

August 2024 Financial Report:

At the end of August 2024, the HOA maintains a cash balance of \$66,501.62 in the Operating Account after the monthly reserve payment and all disbursements were made, and \$297,196.90 in the Maintenance Reserve account for a total cash balance of \$363,698.52.

August 2024 disbursements from the Operating Account amounted to \$27,216.84.

The 2024 year-to-date (YTD) budget shows Operating Expenses to be \$29,570.73 under budget while the Maintenance Reserve year-to-date expenses total \$1,134 for asphalt repairs and \$25,774.75 for the siding and chimney dry rot repairs.

Q: Was the \$11,000 in CD interest added to the budget?

A.: No, it is added to the reserve. We need to be careful to ensure that CD interest not be used to balance budget.

C.: Refuse contract is for two years.

Q.: Snow column - if we were to turn over the road would that be affected?

A.: Yes, you're right. It might bring down the cost in the future, but not 2025. By the winter of 2026 the roads might be upgraded. Caution - we will still have expenses due to our cul-de-sacs, driveways and walkways.

Q.: The HOA pays county taxes to the TOH. Are we not paying them to plow the roads?

A.: Before we get too carried away with this, I have been in contact with the Supervisor. He assures me that he is going to address this soon as they have been very busy. We should hear in the next day or two, but I am quite confident that they will take over the road.

Q.: Are refuse fees included in our taxes?

A.: No, it is a line item on taxes for other towns, but not Henrietta. City of Rochester has a line item.

C.: I think refuse is \$19 per month. Suburban is a great company and is reliable. Waste Management has a lot of hidden and convoluted charges.

C.: We don't own the whole road. The Cove and The Hill own their own sections of the road.

Q.: Is the entire road under negotiation?

A.: In order for our road to be taken over by the town, they must have access to the entire road. Can't imagine them saying no, but there are no assurances. The Cove has been fixing their curbs and are tremendously expensive.

Q.: At what point do they approve or disprove it? Have they given any indication?

Q.: Don't core samples need to be taken?

A.: Once the TOH says they will take it over, it will not be until core samples are taken to determine what needs to be done to bring it up to standards.

Summer includes landscaping. There are things that really need to be done to the ponds. There is a big, big willow whip behind your house at 501.

Does that money have to be spent? No, it doesn't.

Appreciation to J. Galvin for assistance with maintenance reserve; he's an asset!

The other expense I bring to your attention is this \$120,000 for the main road in 2026. If the TOH does take over the road, we are going to have to bring it up to standard. The Town has made that estimate, but the estimate was made two years ago. It is possible that the Town will help us with the road.

I had conversations with people this afternoon that when we get to 2028, we see this number for roofs. We have had some roofs with green moss – some, but not all. Some have seriously deteriorated and

have green moss. Those we really need to start addressing. Eric has explained that we are getting re-estimates to determine how many units really need to be remediated. Soft wash with green chemicals for some that are just starting to turn black. Crofton can do the work, but it will be more cost effective if we bring in a contractor with a big truck.

Q.: how many roofs really need to have work done?

A.: We are looking for another proposal.

Q.: Are you looking for treatment, not replacement?

A.: Yes, but if treatment is a considerable amount of money, we have to weigh whether it would be wise to replace earlier. The roof expenses are in 2028. The question is do we start moving that up a little bit and start replacing the ones with green moss. The board and finance committee should address this soon. We also have some expenses for driveways. Crofton has indicated that those estimates are low by a factor of two – should be \$100,00/year and \$50,000. We've got some concerns going forward. Does this mean that we will have a special assessment. No, but we will have to keep track of our HOA fees. I'm confident we can do it going forward, but we have to be careful.

Q.: If we have to get this treatment, I don't know how much this costs. Funds will come from the reserve account; we can't cash out the CDs.

A.: If you cash out a 12-month or more CD early, you pay penalty of six months interest. You won't lose principal, but interest. The decision was made to get \$250,000 in CDs. The bids we have received are below \$60,000.

Q.: Will we have a special assessment this year?

A. I don't think so.

Q.: Do you have a number for the cost of washing and removing moss versus the cost of replacing? Can we get one whole new roof for that?

A.: We are getting estimates for roofs. An average of \$40,000 per building for replacement is estimated.

A.: Something we can look at.

A.: We don't have the roof measurements at hand.

A. We can't answer that with any certainty at present.

C.: We might get three more years out of this.

A.: Washing is warranted for one year.

Q.: When you talk about roofs, it is the whole building?

A.: Yes, not individual cottages.

J. Michels proposal: I want to have a vote of the Board going forward. I would like this board to vote right now on the budget.

The following comments were made regarding this:

- What is the rush?
- I want the community to know going forward what our result of the vote are.
- We have the ability to make changes up until October
- We have made decisions going forward that have violated our agreement to keep votes unanimous. I am demanding that we vote on this budget now!
- S. Reed seconded.

- The Board has the right to change the budget at any time. Once the initial budget has been sent out to the community, we don't usually change it, but might be plus or minus due to what might come in.
- We have the budget.
- Does the budget year run January through December?
- Yes.
- So it starts January 1. I would think it makes sense to wait.
- Waiting for estimates on roofing now.
- Defer to the community to take a vote.
- For 13/14 years, we have waited until the executive session to vote.
- We should be able to decide on the budget proposed for where we live.
- We have all of these budget categories. If we don't use the money for that category, it will be used for something else or remain in savings.
- There is a proposal for that.
- Linda?
- Don't want to agree or disagree, with the caveat.
- We haven't notified the whole community that there would be a vote tonight and we need to notify the whole community prior to meeting.
- The CCR bylaws state that is what has occurred. This room does not have a quorum in this room. We made it up by the absentee ballots.
- What does it say in the bylaws?
- A majority of homeowners must vote. Half the homeowners plus. Two thirds of community to change the bylaws.
- Budget is designed by the board you elect.
- We shouldn't even be talking about this.
- The motion I made was not intended for the community, but the board.
- Either we vote for the budget now or in the executive meeting.
- Running about a particular position on the board. Since year one, the board, in executive session typically after the annual meeting, determines who will hold what position.
- You can look under election procedures at Crofton/RiversRun.
- If you have questions, email me. (E. O'Connell)
- Budget now or at that meeting?
- I think you should do it in executive session.
- All of a sudden you are doing things that are different and now is not the time to change those rules. That is what we have them there for.

Ballot Election Results – E. O'Connell:

- Proof of Quorum: it was advised that 30 units out of 58 either returned their proxy ballots or were present at the meeting and we had a quorum.
- J. Michels was elected to a three-year term.
- Special thanks to our election officials W. and M. Schmitt.

L. McLaughlin's comments (read by M.J. Thomas):

Thank you to:

- All the volunteers who worked on the maintenance of the two triangles along the main path and south development road by providing labor and materials to clean up and enhance the beds.
- All the homeowners who have opened their homes to hold social events. We want to encourage everyone to get involved with the community.
- The social committee always needs volunteers to help with things like organize a function, setup, communication.
- The Hospitality committee needs volunteers to help welcome new homeowners. Various groups need facilitators to be the primary contact and organizer for the activity to keep the community going.
- All the volunteers for the work they do on the various committees.
- The existing board for the work they do.

Comments:

Q.: Do we really need a gazebo? Can we give it back or tear it down?

A.: By the riverside gazebo, we informed RIT that the screens and door would be removed and they replaced both.

A. At present, no monies have been put into it.

Q.: Insurance liability?

A.: We can check into this.

Q.: What about dryer vent cleaning? Is the HOA responsible?

Q.: Negotiate with company to get a package deal and then each homeowner pays for that?

A.: Anyone can hire a contractor to clean your own vents without waiting for community email offering perhaps a package deal/reduced rate.

A.: We can do that. It is a fire hazard. Three years is good.

J. Michels – Landscape committee terminated now; formed the landscape group opening to all resident of community who might have an interest in community and environmental concerns.

Rivers run cottages website – newsletter and calendar posted. Password is RRHOA. Rivers Run group for official board information. RRHO-Talk is only for residents, not for mass mailings; it is our in-house tool.

If anyone is interested in being on a committee, please reach out to that committee or a board member

C. The current contracts and scopes of work are not on website.

A. Information will be updated.

Q.: No training for succession. What are the jobs you do in each position?

A.: We have never memorialized the positions.

C. Lee made a motion to adjourn, M.J. Thomas seconded. The motion was passed 5-0.

Community Meeting Adjourned at 6:30 p.m.