

## Minutes for Riviera Homeowners Association Annual Meeting 2023

Thursday, November 16, 2023

1. Welcome: The meeting was called to order by Richard Hughey at 6:35 PM

a. Roll Call: 24 members attended, and another seven homeowners submitted proxies.

b. Proof of notice of meeting or waiver of notice: KMB sent out notices about the meeting first by email and then a letter through the U.S. mail. The board also sent out an email reminder.

c. Introduction of Directors

i. President: Richard Hughey

ii. Vice President: Duane Turner

iii. Secretary (interim): Barb Kramer

iv. Treasurer: Doug McKechnie

v. Stacy Karr represented KMB

2. President's Report: Richard Hughey reported on several projects.

a. Lawn Care: In January, the board received five bids for lawn care. Three were eliminated for reasons including the cost. Then Duane and Richard met with the two other companies to talk about our expectations. The board decided to go with Quality Care Lawn because they seemed most willing to work with the association in addressing any concerns and making improvements. The quality of their work this summer was hard to determine because of the drought conditions, but Quality Care Lawn showed a willingness to do other lawn care projects that were needed. The board has made the decision to work with them again next summer.

b. Canadian Thistles: An influx of thistles on the association's west property line caused problems because they are so invasive. Todd Wood, the developer of the new project to the west, mowed the thistles. He plans to keep them sprayed in the future.

c. With the new construction on the west side, the board had a survey done to determine where our official property line lies. There was also a discussion of what to do with the areas where the thistles were removed. The board considered the possibility of planting a pollinator, but it was decided to plant grass seed in those areas.

d. Rock Areas: Homeowners are responsible for the upkeep of their own rock areas. Most homeowners are doing a great job of keeping their areas clean, but the board needed to send reminders to others. Some homeowners cleaned up their areas after receiving reminders. For those who didn't, the board got estimates of how much it would cost to have Quality Care Lawn

do the work. Some owners decided to pay to have Quality Care Lawn do the work for them. All of the rock areas were cleaned eventually but encouraging homeowners to do the work created extra work for the board and some disgruntlement among homeowners. In the future, the board encourages homeowners to keep up with the weeds starting early in the season so that the clean-up doesn't become a huge project later in the summer.

3. Finance Report: Doug McKechnie gave the financial report. The association has money in reserve for emergencies and future projects. Since interest on savings accounts is low, Doug put money in CD's for a higher interest rate. The association is required to pay taxes on the money earned from interest, but the CD's are still a better investment.

4. Election of Directors: An election was held to fill the secretary position on the board. Jim Kreutner nominated Barb Kramer, who has been the interim secretary for the last few months. Judy Trimpe seconded. A vote was taken, and Barb will continue as secretary.

#### 5. Unfinished Business:

a. Garage door frames at 3107 Riviera Ct. SW, Unit B and 3227 Breyer St. SW, Unit A were damaged during snow removal during the winter of 2021 – 2022. The association held the snow removal company responsible for the repairs, which have now been completed.

b. A section of concrete is settling in the driveway at 3108 Riviera Ct. SW, Unit A. Polyraise of Eastern Iowa, a company the association has worked with in the past, will do the work of raising the concrete to be level again.

#### 6. New Business:

a. Cable: Two companies laid fiber optic cable. ImOn did a good job of repairing after installation, but ATC Communications did not do as well with putting down topsoil and reseeded. Richard Hughey contacted them with photos showing the problems. ATC returned to do the follow-up work.

b. Facebook page: The association has a Facebook page that was set up several years ago. Most homeowners were not aware of it, and it hasn't been used much. After a discussion, it was decided to shut down the site.

c. Edging: Cheryl Havlicek reported that the edging around her rock area was damaged by lawnmowers. There are other areas where the edging has come out of the ground, which was not caused by lawnmowers. There was a discussion about who is responsible for replacing the edging around rock areas, and the possibility of replacing the current plastic edging with something more durable. No conclusions were reached, and the board will do more research. As for replacing the rock in those areas, homeowners are responsible for their units. River rock is what has been used.

d. Unaccounted refuse on HOA property: Homeowners are responsible for picking up garbage that comes into their yards from other areas to keep the neighborhood clean.

e. Snow removal: Lawn-Tek will be doing the snow removal again this winter. Homeowners were reminded that during plowing, cars need to be removed from driveways to prevent inadvertent damage to the vehicles. Driveways with parked cars will not be cleaned. Homeowners are also responsible for making sure that lights or other decorations along sidewalks or in rock areas are set far enough back to avoid being damaged by snow removal equipment.

Some homeowners complained that their driveways weren't cleaned before they needed to leave in the morning. Unfortunately, the association has no control over when the driveways are cleaned. Our HOA is a smaller group, so it's hard to find a company that puts our association first. There was also a discussion about putting up snow fences to prevent some drifting. The board will discuss this further.

To keep costs down, our association has the snow removed if there is more than 2 inches. However, there are times when it is decided to have the snow removed for smaller amounts particularly when the temperatures are too cold for melting. When there is doubt, homeowners would like to get an email letting them know if the snow removal company is coming or not.

7. Adjournment: Cheryl Havlicek moved to adjourn. Randy Schoon seconded. The meeting was adjourned at 7:35 p.m.

Minutes respectfully submitted by Barb Kramer, Secretary