

Riverhaven Homeowners Association

Board of Directors Meeting Minutes

Date: March 20, 2023
Time: 5:45 PM Sign In, 6:00 PM Call To Order
Location: Virtual via BlueJeans

Management Representative: Araceli Navarro, Cadden Community Management
Minute Taker: Araceli Navarro, Cadden Community Management

ROLL CALL

- Brenda Hettinger, President
- Aaron Steele, Vice President
- Colette Adams, Treasurer
- Sean Lippitt, Member at Large
- Shannon Nolen, Secretary

CALL TO ORDER

The Board of Directors meeting was called to order at 6:01 PM.

APPROVAL OF MEETING MINUTES

- **Motion was made, seconded and carried to approve** the January 9, 2023 Board of Director’s Meeting minutes. **(Hettinger/Steele)**

REPORTS

- Presidents/Landscape Report - Brenda Hettinger
- Treasurer Report – Colette Adams

Financial Report for the period ending February 28, 2023

- Bank Balance \$102,922.98
- Reserve Balance \$176,800.67
- Pre-Paid Assessments \$29,488.94
- Delinquent Assessments..... \$7,784.49
- Unpaid Invoices..... \$0.00

Motion was made, seconded and carried to accept January 31, 2023 and February 28, 2023 financials. **(Adams/Hettinger)**

- Website and Homeless Camp Report – Aaron Steele
- Design Request Review – None at this time

OLD BUSINESS – None at this time.

NEW BUSINESS

- **Motion was made, seconded and carried to reimburse** Aaron Steele, \$48.87- for 2 combo locks purchased for Ft. Lowell gates and back flow bag at Sapphire Falls. **(Hettinger/Nolen)**
- **Motion was made, seconded and carried to RATIFY** Brightview Invoice # 8250654, \$140.24 – replace irrigation PVC main line at Sapphire Falls and Columbus. **(Hettinger/Nolen)**
- **Motion was made, seconded and carried to RATIFY** Brightview Invoice # 8250652, \$117.68 – replace irrigation PVC main line at Sapphire Falls and Columbus. **(Hettinger/Lippitt)**
- **Motion was made, seconded and carried to RATIFY** Brightview Invoice # 8250651, \$127.77 – irrigation repair of PVC lateral line off Pebble Rapids. **(Hettinger/Adams)**
- **Motion was made, seconded and carried to RATIFY** Brightview Invoice # 8250653, \$195.00 – replace isolation gate valve at Columbus and Ft. Lowell. **(Hettinger/Nolen)**
- **Motion was made, seconded and carried to RATIFY** DPS Invoice # 37676, \$334.51 – call for candidate post card, mailing of Jan 28, 2023. **(Hettinger/Adams)**
- **Motion was made, seconded and carried to RATIFY** DPS Invoice # 37904, \$1,413.23 – 2023 Annual meeting mailer (mailed 3/1/2023). **(Hettinger/Nolen)**
- **Motion was made, seconded and carried to RATIFY** Brightview Invoice # 8314650, \$140.24 – repair 1” irrigation PVC mainline break at West end Birchbrook cul-de-sac . **(Hettinger/Nolen)**

NEXT MEETING

The next meeting will be held on May 8, 2023 at 6:00 PM via teleconference.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 6:27 PM.