

**THE RIVERVIEW ASSOCIATION, INC.**  
**BOARD MEETING MINUTES**  
**2 June, 2023**

**Attendees:** President Jill Hershfield, Vice President John McGowan, Treasurer Jone Flanders, Secretary Dilip Kondepudi, Directors Ken Altergott, Mike Palladino and Charles Zajackowski.

Jill H called the meeting to order at 10:32am

**1. Determination of Quorum:** All directors present

**2. Proof of Notice of Meeting:** Notice posted on 30 May, 2023 and emails sent on 31, May2023.

**3. Approval Minutes:**

**Motion to approve 16May Board Meeting Minutes by Jone, Seconded by Jill. Vote: Unanimous**

**Motion to approve 19 May Board Meeting Minutes by Jill, Seconded by Mike. Vote: Unanimous**

**COMMITTEE REPORTS 1. Finance (Jone)**

- a. Financial Report:** Work to repair damages in 104 has been approved and work will begin on Monday, 5 June. The total cost is about \$3,700 and the payments are being processed.  
Interim Manager Jeff Whittaker, has been asked to prepare a list of items needed for Audit. The level of service that Jeff is able to offer is not adequate to meet our association needs. The management company we will hire needs to also do our financials. However, Jon Crick will continue doing Association Taxes.
- b. 2023 Proposed Budget -Status:** The budget committee (Jone Flanders, Larry Thomas, Charles Zajackowskiz) has prepared a budget and it is ready to present. Since a new budget was not presented at the annual meeting, it should be presented as an amendment to the current budget.

**Motion to post a notice of Budget meeting next week by Jone, Seconded by Charles. Vote: Unanimous.**

- c. Additional Financial Note (Jill):** Though we received most of the needed docs from All Florida Services (AFL), all the needed docs are yet to be received. Legal advice will be sought from Kevin Edwards regarding AFL's breach of contract in dealing with the Association finances and consequent costs incurred by the Association.

## **2. Building Projects (Mike):**

**a. UES Milestone Inspection** Milestone inspection will begin Tuesday, 6 June at 9am.

**b. Engineer proposals for building envelope.** A 10-day extension for deadline for deciding on the bids received for sealing and painting the building.

**c. (Lisa Kelley)** A new proposal from Munyan Painting and Restoration Inc. (who had submitted a proposal in 2020) to *envelope and paint* the building for a base price of \$104,000 was received. Additional contingent/overrun costs are estimated to be around 20% of the base cost.

Committee would like to move forward with Munyan for several reasons including the price, exclusive bond, exclusive mobilization, all the work done by Munyan employees (no work is subcontracted), 10-year labor and material warranty (paint and the sealant will have a 10-year warranty by Sherwin Williams) and Sherwin Williams will assign a project manager to oversee the work. Committee suggests staying with the original color.

- Mobilizing and starting the work may take about 4-6 weeks. The estimated time for completion of the work from the start date is about 8-10 weeks.
- Munyan suggested that repainting be done every 7 years.
- No work during weekends unless it is to make up for a lost work day due to weather.
- Windows and sliding doors will be sealed with Sherwin Williams Loxon H1 Sealant. Owners who have installed new windows will decide if they will have Munyan seal their windows or not by considering warranties that cover their window seals (usually covered by the window installer) and their windows (usually covered by the window manufacturer).
- Balcony drains will not be widened as they might compromise the integrity of the structure; if the drain is partially covered, the owners should grind the tiles to keep the drain fully open.

**Motion to accept the Munyan proposal by Mike, Seconded by Charles. Vote: 6 Yes, one abstention (Jone).**

## **3. Maintenance (Ken, Jack)**

**a. Water Intrusion.** After sealing the windows in 603, no leaks were noticed to date.

**b. Building Maintenance OLD BUSINESS (Jill):** The building needs to be appraised for insurance. Building appraisal will be done by SPST. Suggestion to stay with the current insurance company.

**Other Comments:** Enveloping and painting the building has kept the Board and subcommittees busy. So a management company has not yet been hired. Full-service management companies, that also do the financials are being interviewed.

## **OWNER COMMENTS**

- John Secondo asked about surveillance cameras. So far, two bid were received, both were around \$14,000. Board waiting for the 3<sup>rd</sup> bid. See cost breakdown of the surveillance systems for the parking areas and the building.

**ADJOURNMENT: Motion** to adjourn by Charles, Seconded by Dilip. Vote unanimous.  
Meeting adjourned at 11:25 pm.