

THE RIVERVIEW ASSOCIATION, INC.
BOARD MEETING MINUTES
13 July 2023

Attendees: President Jill Hershfield, Vice President John McGowan, Treasurer Jone Flanders (Via Zoom, had to leave at 11:00am.), Secretary Dilip Kondepudi (via Zoom), Directors Ken Altergott (via phone), Charles Zajaczkowski and Mike Palladino

Jill called the meeting to order at 10:35am

1. Determination of Quorum: All directors present
2. Proof of Notice of Meeting: Notice posted, and emails sent on 11 July 2023.
3. Approval Minutes: Approval of June 21st, 2023, minutes postponed until the next meeting.

FINANCIALS: (Jone & Charles)

a. Audit: Auditor has not yet received all the required documents from All Florida Services. We can wait or have a forensic audit, which will be expensive. Jill will call Margaret again and, depending on what Margaret says, she may ask attorney Kevin Edwards to get involved. The status of 2022 Taxes is not clear.

b. 3rd Quarter Dues: All have been notified about 3rd quarter dues. Charles has made a ledger and is sorting through the available financial documents for 2022 and 2023. So far, he has not noticed any fraudulent activity. For 2023, no issue for the 1st quarter fees, not sure if there are any issues for the 2nd quarter fees. For 2022, we do not have a clear picture.

Not sure if Jeff emailed invoices for 3rd quarter fees. Jeff will send them via USPS mail. Discussion about late fee for 3rd quarter fees: Jone suggested no late fee. Dilip suggested we set a deadline and not leave it open ended to avoid accounting complications. Tentative deadline set for 31 July 2023.

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COMMITTEE REPORTS

1. Milestone Inspections (Mike)

a. UES Inspection Report: Yet to receive Milestone Inspection Report from UES. They have 60 days to submit the report. Mike will contact them if the report is not received by August. Within 30 days after receiving the report, the Board needs to send the report to all owners.

b. Building Envelope: Balcony railings were loose where they go into the wall. This will be repaired and waterproofed by Munyan. This would be an additional work and would cost around \$10,000. This work needs to be done and Mike strongly recommends that this be done. In view of the delay due to the additional work, painting on the front side of the building is expected to be completed in 2 to 3 weeks. Jill will review the contract, sign it and send copies to all members of the Board.

c. Roof Shingles Repair: To replace the shingles and patch the roof to stop water intrusion, four companies were interviewed, New Valley Roofing, Universal, ATN and Munyan. Of the four, Universal and Munyan appeared to be best for doing the job. Universal's bid is for a 40-year warranty for about \$95k; Munyan provided a bid for a 40-year warranty \$85k and a 20-year warranty \$70k. The contractors said the roof itself seems to be in good shape except for a few patches; most of the problem is with the shingles.

Motion to accept Munyan's bid for replacing the shingles and the patching the roof with a 20-year warranty.

Motion made by Mike, Seconded by Charles. All present voted in favor. Jone was absent, had to leave the meeting at 11am.

d. Reserves: Charles added there is \$88k in the reserve for the paint. Bid is for 106k to which \$25k was added for additional expenses. There are no funds in the reserve for replacing the shingles. Charles recommended accepting Munyan's bid for a 20-year warranty for the shingles and roof work. Several contractors who looked at the roof said it is in pretty good shape, just need some patchwork.

e. Assessment: Charles reminded the Board that we need to start the process for collecting an assessment. At this point, the estimate is about \$132,000.

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2. Maintenance (Jack)

a. Carport Lighting: Carport lighting was completed yesterday using very low wattage LED lights. Additional electric power usage should cost in the range \$1.25 to \$1.50 per parking space every 3 months.

b. Safety

Also working with the police on a program to post a “No Trespassing” sign that will give the police the authority to arrest trespassers.

3. Management Company Interviews (Lisa Chair, Mike, Jack, and Charles)

Eleven companies were sent requests for proposals (ROPs) with a 24th July deadline. After reviewing the proposals, three companies will be interviewed to choose a management company. Expect to hire a management company by the end of August, if not sooner.

NEW BUSINESS

a. Discussion of Permanent and Project Committees

Geri Kenyan will not be serving on the Orientation Committee.

Jill suggested the following committees:

Finance

Unit Renovation

Building and Grounds (Maintenance)

Rules Enforcement

Fining Committee

Communications: Hurricane preparedness, special postings, sales/lease

b. Comments on hurricane preparedness by Jill: Hurricane preparation instructions need to be sent to residents. Every floor should have a floor captain to check on the residents on that floor. Hurricane preparedness is a community responsibility. The Board can only make suggestions but residents on each floor need to organize to keep everyone safe.

Next meeting will be held after receiving the Milestone report. It is expected to be during the first or second week of August.

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OWNER COMMENTS

Sandra Secondo (Unit 305): She did not receive the Quarterly fee amount that was due for January 2023. Having no coupon book for 2022 and 2023 made it difficult to make payments or know what the quarterly fees were. She has been mailing her quarterly payments to Cadence Bank noting the account as RVC – 305, as indicated in the prior coupon book. She recently received a letter from Jeff that she has paid her quarterly fees. Where did the money sent to Cadence bank go? Charles will follow up on it.

Lisa: 40-year bid needs be reconsidered because of the \$10,000 crane cost. Also need to replace the shingles on the covered carport to match the shingles on the building.

ADJOURN: Motion to adjourn by Jill, seconded by Charles. All present voted in favor. Meeting adjourned at 11:37.