



HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
6285 Riverwalk Lane, Jupiter, FL 33458 Pool #2
Thursday, March 4, 2021

MEETING MINUTES

Determination of Board Quorum – Quorum achieved, Board members present at this meeting were President Ron Perholtz, Vice President Dave Huggins, Treasurer Thomas Curry, Secretary Chris Abbott, and Director Sharon Orsini. Property Manager Valerie DeFalco was also in attendance.

Call to Order - The meeting was called to order with a quorum present by President Ron Perholtz at 7:00pm.

Approval of Agenda - Valerie DeFalco requested to add an item to agenda which was a homeowner's request to add building 6223 into this year's roofing project, originally scheduled for 2023. Dave Huggins made a motion to approve the March 4, 2021 agenda and Chris Abbott seconded the motion. All in favor.

Old Business

- Approval of Previous Board Meeting Minutes - A motion was made by Thomas Curry to approve the February 4, 2021 Board Meeting minutes, seconded by Dave Huggins. All were in favor.
- Roofing Project Review – discussed our first crew, roofs were too steep. Kathy Frazier from 6223-1 was present to request that her building become part of this year's roof project due to significant damage she has sustained. Many roofers she has spoken to suspect a flashing issue however no definitive cause has been determined. Kathy agreed to provide additional information/pictures and described in detail what she has/is experiencing. Ron & Thomas agreed to send John (our roofing consultant) to try and diagnose the source of water intrusion. Good news: all Riverwalk flashing so far is aluminum which is in good shape and will save a lot of money. The new edge metal being used is white galvanized. Thomas encouraged residents to take a look at the first building (6303) because that is what is to come. Thomas praised Jeff Albert roofing for an excellent cleanup especially of nails but asked that resident be careful and mindful and pick up a nail if spotted. A resident inquired about the temporary fence that was installed hide the roofing project and materials. The roofing staging area location was moved a few days prior to the roofing start near the kayak area in lieu of behind building 6288.
- Trash Cans & Recycling Bins Left Out Being Picked Up /Bulk Garbage Violations - Trash cans & recycling bins left out are being picked up if not taken in by the residents. Bulk Garbage must be placed out on Monday evening because pick up for bulk is very early Tuesdays. Some residents place bulk out too late and it stays on common property for days. If special trash pickup is needed or if bulk garbage was not taken the number to call is (772) 546-7700 to schedule pickup with Waste Management.

- Dogs Station(s) – Dog Station added in Phase 1 in February. Valerie DeFalco discussed busiest dog stations with maintenance team and board reviewed findings. Board talked about and decided to add 2 dog stations. One near kayak area and the second where overgrown trees are behind 6279-6. This topic was combined and a motion was made by Chris Abbott to cut back the overgrown brush trees, seconded by Thomas Curry. All in favor.

New Business

- Resident request to cut back overgrown trees behind 6279-6 – Requested by Marcia Tucci. Discussed somewhat with dog stations; the trees are leaning and growing at an angle believed to be due to a storm several years back. However, the overgrown trees may be buttonwood, possibly a protected species, so the trees will be identified prior to any cutting. If not protected, then the maintenance team can manage cutting them as the branches are thin and low hanging.
- Clarification regarding Leasing Restrictions added to Covenants in 2 scenarios - Scenario 1: current Riverwalk Owner asked to purchase second unit to lease and remain in his unit. Board decided that the one-year moratorium follows the property and that would not be allowed. That owner would have to move into his new property and rent his prior property that he previously resided in. Scenario 2: Current Riverwalk owner wants to sell property with tenant in place, how will that affect selling the property? Riverwalk will honor the current lease however the one-year moratorium will begin for the new owner when the lease expires. Decided that an additional form explaining restrictions on leasing signed by new owners would be prudent.
- Satellite Dish Placement - Satellite dishes should NEVER be mounted to any part of the roof as it can compromise the roof system. All satellite dishes on roof during roofing project will be removed, no exceptions. Placement of dishes must be approved by the board PRIOR to placement of dish on home. The board wants to avoid an aesthetically poor situation; so, all requests to replace or add a dish must be brought to the board for discussion at a Board meeting prior to placement.
- Resident Request for Riverwalk Decal with POA – Roseanna Nappi is requesting to have a Riverwalk Parking decal issued for her father’s vehicle who is incapacitated and for whom she is caretaking. The resident has Power of Attorney for her father. The board discussed the situation and decided that being issued a visitor pass is the solution and a decal would not be issued in this situation unless the vehicle becomes registered to herself or her son who resides with her.
- Changing the “Open Office Hours” – The hours that the office is open to resident and calls has been changed due to 1. The need to focus on the many priority projects, roofing being the largest, that require attention and 2. Gail Freese (office secretary) left suddenly and we are undergoing a change in office staff. Dianne will be taking Gail’s place; she is a professional bookkeeper experienced with community associations. She is highly qualified and experienced in our specific software system. The board discussed open office hours and decided on 8:30-9:30 and 4:30-5:30 Monday to Friday. Voicemails will be returned based on urgency and the same day.
- Property Manager’s Update
 - a) 4th section of fence around pumphouse replaced - 4th section of fence around pumphouse replaced. It was believed that someone, other than staff, may have adjusted some of the equipment. Valerie DeFalco received verbal permission from Mark Sessa with the Town of Jupiter to replace/repair that small section. That area is now secure and locked.

- b) Pool 2 Deck Lights Replaced – In house unused inventory (wall lights, no backing) was put to good use with a few additional lights of the same purchased. Ron Perholtz suggested using marine board cut to fit and cover the open back which contained electrical wires. Roberto used this idea to complete the project with all new deck lighting at Pool 2.
- c) Gutter Cleaning - Two residents have called regarding gutter cleaning. This was discussed amongst the board; suggested that Valerie DeFalco move forward asap to get clean new quotes for the buildings NOT undergoing roofing as they will all receive new gutters.
- d) Sprinkler System - Entire Riverwalk Sprinkler System was evaluated by a professional company that spent 20 hours and identified a variety of underground issues. The areas were flagged, Roberto spent a week to fix the problems which saved Riverwalk over \$6,000 according to our landscaping company.

Violations

- 6262-3 Alsalous/Lin: Dog Waste Not Picked Up & Health, Safety, Welfare – Sharon Orsini made a motion to fine homeowner \$100 for each violation and forward to fining committee. Seconded by Chris Abbott. All were in favor.
- 6167-5 Fritz: Personal Property in Common Area- This was discussed amongst board as to whether a child or an adult had put those items in common area. Sharon Orsini made a motion to fine homeowner \$100 for the violation and forward to fining committee. Seconded by Chris Abbott. All were in favor.
- 6206-3 Queen: Bulk Trash Left Out in Common Area- Homeowner was present. She put out her broken closet doors on a Saturday. Bulk pick did not pick up and orange tags were placed on closet doors. There was concern that glass in the common areas is hazardous. Topic was discussed. Bulk garbage should not be placed out any earlier than necessary and kept in owner's patio or home until bulk pickup. I.E. for Tuesday pick up it should be placed out on Monday night. A homeowner discussed that he followed proper procedure and had a king mattress for trash but kept it in his home until pick up. Chris Abbott made a motion to fine homeowner \$100 for each violation (Hazardous Material / Bulk garbage in common area) and forward to fining committee. Seconded by Dave Huggins. All were in favor.
- 6143-2 Ankudinov: Three Vehicle Violations & Review of Increasing Fine- It was confirmed that the claimed guest of owner had a sticker on his vehicle but never made application or was approved for occupancy since September ~160 days. Violations include: 1. Removing decal from another attempting to evade proper parking procedures 2. Parking car illegally 3. Claimed guests now claim they are tenants and are unapproved to reside in Riverwalk. Board overruled initial \$100 per violation. Dave Huggins made a motion to increase the fine to \$1,000 for each violation due to the number of separate incidents occurring over ~160 day period and forward to the fining committee. Seconded by Sharon Orsini. All were in favor.

Parking Violations

- 6255-4 Bonilla: No Decal/guest pass- Dave Huggins made a motion to fine homeowner \$100 for violation and forward to fining committee. Seconded by Chris Abbott. All were in favor
- 6183-5 Smith/Frericks: No Decal/guest pass- Lessee was present along with her and young daughter and fiancée Phillip Eduardo who is not an approved lessee in Riverwalk (see more

in open discussion) Dave Huggins made a motion to fine homeowner \$100 for the violation and forward to fining committee. Seconded by Chris Abbott in favor.

- 6182-7 Dunaway: Expired Plate- Dave Huggins made a motion to fine homeowner \$100 for the violation and forward to fining committee. Seconded by Chris Abbott. All were in favor.
- 6206-4 St. John/Taba: No Decal- Dave Huggins made a motion to fine homeowner \$100 for the violation and forward to fining committee. Seconded by Chris Abbott. All were in favor.
- 6247-5 Credit Card Mngmt Svc/Earl: Expired Plate- Dave Huggins made a motion to fine homeowner \$100 for the violation and forward to fining committee. Seconded by Chris Abbott. All were in favor.
- 6262-4 Thomas: Expired Plate- Dave Huggins made a motion to fine homeowner \$100 for the violation and forward to fining committee. Seconded by Chris Abbott. All were in favor.
- 6262-3 Alsalous/Lin: Expired Plate - Dave Huggins made a motion to fine homeowner \$100 for the violation and forward to fining committee. Seconded by Chris Abbott. All were in favor.

Open Discussion

- Michelle Frericks was present along with her young daughter and fiancée Phillip Eduardo who is not an approved lessee in Riverwalk. The property manager had recently received reports of a rented Mazda speeding and running stop signs in Riverwalk. Michelle Frericks and Phillip Eduardo wanted to discuss what software the property manager used to identify her/his tag on this rental vehicle rented by Phillip Eduardo. The property manager used no such software however Michelle Frericks and Phillip Eduardo refused to accept the information given and accused the property manager of being a liar on numerous occasions. Michelle Frericks threatened police action and litigation based on false accusations. Philip Eduardo was asked to leave the meeting by the Board due to his hostile demeanor and temperament.
- Roy Doyle wanted to discuss situation at 6263-5, it appears someone is occupying the property yet Riverwalk has not approved anyone to reside in that unit. Valerie DeFalco is working to receive communication from the owner, which is a property management company, and seems to be very disorganized. Valerie has reached out several times to no avail and will be issuing fines.

Adjournment - Motion was made by Ron Perholtz at 8:30 to adjourn, motion seconded by Chris Abbott. All were in favor.