



**RIVERWALK HOMEOWNERS
ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
6285 Riverwalk Lane, Jupiter, FL 33458 at Pool #2
Thursday, September 02, 2021 at 7:00pm**

MEETING MINUTES

Determination of Board Quorum: Quorum achieved, Board members present at this meeting were President Ron Perholtz, Vice President Dave Huggins, Secretary Chris Abbott, Treasurer Thomas Curry 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 7:05p.m.

Approval of Agenda: Items added to the agenda are Nextdoor, code enforcement, bills, check deposits, boat ramp lock, shutters on 6247-1, parking passes, finger/dead palm in front of 6271-6. Dave Huggins made a motion to approve the September 02, 2021 agenda and Thomas Curry seconded the motion. All in favor.

Old Business

- **Approval of Previous Board Meeting Minutes:** A motion was made by Dave Huggins to approve the August 05, 2021 board meeting minutes, seconded by Chris Abbott. All in favor.
- **Board of Directors Meeting Procedures:** Last Board Meeting went smoothly with procedures discussed and adhered to. To recap from last month's Board meeting procedures will ensue as follows: 1. Board opens discussion 2. Board discussion paused for member input on each item up 3 minutes to speak. Residents asked to raise your hand, please wait to be called on by The Board; Board listens. 3. After all residents have had the opportunity to speak then the Board will deliberate and vote. The idea is to reduce crosstalk hence expediting the meeting.
- **Dock Pilings:** Property Manager confirmed work will begin at Dock 2 on Tuesday, September 7th. Owner of 6271-4 inquired as to finish date. Property manager to obtain this information. The remainder of the docks will be done in order of urgency. All needed material is confirmed received by vendor. Owner 6271-4 discussed that she has seen people going onto Dock 2 however the HOA has used several 2 x 4s to block the entrance in addition to caution tape and a warning sign. Those that enter do so at their own risk.

- **Building Address Signs:** Installation to start within 3 weeks, make sure that a sign for the office (6285) is made and installed as well. It was acknowledged that not all buildings have the same roof height/peak. Property manager to use judgement as to placement of buildings that vary but the consensus was midway between upper window/ brow roof (if applicable) and peak of roof.
- **Replacement of Entrance Sign:** Ron Perholtz spearheading this project. 60” TV placed in front entrance billboard, it works, needed an additional part before fully functioning. Fans are installed and a heat detector in place. We anticipate it fully functioning next week. Issue of a reflection/glare observed. Ron Perholtz suggests adding 3M hurricane rated Kevlar to correct the issue. Riverwalk will hire a company to install; maintenance team will not install. Owner 6215-7 has a suggestion as to company to hire.
- **Weir:** Previously discussed as a “sinkhole” which is not the root of the problem only the result of the root problem. Shenandoah was on site 09-01-2021 and completed the assessment from the weir to the river (outfall). Report and Videos are still being reviewed and awaiting the professional final assessment. Unfortunately, the section from the weir to the lake was not assessed; Thomas Curry and property manager to discuss with Shenandoah. Great news is that it appears almost all pipe is RCP (concrete) vs. galvanized metal. Consensus target is that bids for the work to be sent out by the next board meeting. Recognized that there are some issues in the pipe; waiting for final report to understand severity of and specs to repair.
- **Fences:** 2 contractors involved to replace/repair 4 sections of fence. All is in motion. Discussed perhaps not replace 6288 fence however residents in the building report that non-residents are coming into Riverwalk due to open access. Vehicles being parked in easement as well and now visible. Suggested to continue to frequently call company/Town of Jupiter to speed up as much as possible.

New Business

- **Alternate members for Fining Committee:** Owners Shirly Glesil and Wayne Frinkle have been contacted and graciously agreed to be alternates. Motioned to approve both alternate fining committee members by Chris Abbott, seconded by Sharon Orsini. All in Favor.
- **Carports:** Discussed that as per Covenants carports are not the responsibility of the HOA. However, the board agrees that the HOA will continue to assume the responsibility of cleaning them. Motioned by Chris Abbott that HOA will move forward with carport gutter cleaning & pressure washing by maintenance team, clean carports, seconded by Sharon Orsini. All in Favor.

- Boat Storage Space #33: Owner of 6215-7 updated us. Motor starts, hole in hull repaired, owner finishing up by Saturday. Boat in working (and floating) order. Board agreed boat may stay in space.
- Parking passes for guests: Sharon Orsini presented a solution to make guest parking easier: to create one permanent guest pass for each owner. The issue is only a maximum combination of 3 (decals and guest passes) can be issued at any given point in time. So, an owner with 3 vehicles would not receive a permanent guest pass. Other potential issues presented and discussed; the consensus is that we will work for an easier solution for residents to obtain guest passes. Also discussed is that some owners are not using their reserved spot first which is required. If a vehicle is away for a length of time and a 2nd vehicle belongs to a unit the reserved space should always be used first. There are many buildings where parking is extremely tight and this rule, when adhered to by residents, eases the lack of parking problems.
- HOA Quarterly Invoices: Board and Property manager had much discussion. Invoices will be mailed out by the 15th of month prior to due date. ACH option discussed; issues in the past such as owners asking for a change of date/ACH not turned off/owners change banks without notifying association. TOPS (HOA software) issue was happening and report sent to bank for newsletters & invoices to be mailed did not include ACH owners. Currently separate newsletter mailing for owners on ACH. Highly encouraged that if auto pay is what an owner wants to set it up via their bank (bill pay service – typically free) so the owner is always in control of their funds/pay date.
- Boat Ramp Lock: Top of lock welded to chain broke away from the base of the lock. This lock uses a specialty Medco key; company contacted to fix. This is why the boat ramp has remained open for several days as to not deny owner access. Boat ramp to remain open until lock fixed.
- Metal Hurricane Shutters on 6247-1: They are currently in disrepair and unsightly. Much discussion amongst board and residents, covenant and rules & regs language reviewed. Motion by Dave Huggins to 1. Shutters must be restored to new, like condition in white and 2. follow covenants; seconded by Ron Perholtz. All in favor except Thomas Curry.
- Nextdoor: Board & Creator Polly Daugherty of The Riverwalk Community Group discussed that it is NOT an official HOA website. Ensure that this distinction is clear. If Owners or Lessees need assistance the office must be contacted directly via in person, email, phone or website. The Riverwalk Community Group is a private group for Riverwalk owners & lessees so neighbors can connect and share information and ideas. Nextdoor requires guidelines be adhered to and Creator of The Riverwalk Community Group requires Nextdoor guidelines & mantra be

adhered to. Valerie DeFalco & Thomas Curry will be removed as admins by Creator of The Riverwalk Community Group.

- Code Enforcement: Will move away from current company. Ideal needs for hire are: 20-30 hours vs. 40 hours and not a consistent schedule. Randomly checking vehicle parking after 1:00am. Thomas Curry proposed using an inexpensive app for the code enforcer; he will send link to Ron Perholtz. Property Manager will continue to research and fill position.
- Finger/Dead Palm at 6271-6: Discussed that there is a large oak stump and the grass is extremely elevated. Riverwalk owns a stump grinder however a major concern is that there are water mains located in most of the grassy fingers. Thomas Curry will research the best stump killer. Then Roberto to purchase said stump killer and drill holes in stump to kill and remove stump.

Violations

- 6279-8 Clark – Refuse Placed in Common Area Too Early: Discussed amongst Board. A letter from the owner was presented to the board regarding the violation. Thomas motioned to dismiss the fine, Sharon Orsini seconded. All in favor.
- 6158-7 Jankowski – Personal Property in Common Area(s): Discussed amongst Board. Motion by Chris Abbott to fine \$100, seconded by Sharon Orsini. All in Favor.

Open Discussion

- An owner discussed unsightly moldy plastic folding screens located on a patio facing the main section of Riverwalk Lane near the pond. Property Manager to investigate. Sharon Orsini motioned to remove screens, seconded by Dave Huggins. All in favor.
- Owner 6183-4 discussed that a lot of “splash back of dirt” is happening at a specific unit. The solution for this is to place a drip edge of gravel (gravel line) along the building.
- Community Garden update given by Owner of 6183-4 who is part of the Community Garden Committee. All is in progress; a meeting will be held next week. Another member of committee was waiting on supplies that were graciously donated by a company.

Adjournment: Dave Huggins made a motion to adjourn at 8:49 p.m., seconded by Chris Abbott. All in favor.