

## RIVERWATCH HOA MEETING

Sunday, February 28, 2016

4:00P.M.

Piankatank Community League

The meeting was called to order at 4:10 pm. Board members present are as follows:

Lee White, Marsha Westfall, Ryan Cookson, Karen Schenck and Carol White.

Non Board members were Mike Atlee and Jennifer Jordan.

### **Minutes**

The minutes from October 2015 were read. Lee made a motion to accept minutes as read, Ryan seconded, motion passed with no discussion.

### **Financials**

Marsha Westfall reviewed the financial report provided by Beth Pryor, Community Partners of VA. We have one property owner that is in arrears several thousand dollars. This has been turned over to collections. Karen Schenck indicated that Beth may have a training session in the spring on how to read the financials. Carol made a motion to accept the financial report as presented, Marsha seconded, motion passed with no discussion. We will ask Beth for the report to be run no more than two days prior to a meeting so it will be as up to date as possible.

### **Homeowners Open Forum**

Karen expressed a concern about people leaving vehicles in the pool parking lot overnight. Others noted vehicles also at various times in addition to young people with backpacks coming up from the shore/dock area. The idea of a neighborhood decal for vehicles was discussed and would be applied to property

owners vehicles to show they own property in the neighborhood. Ryan Cookson will investigate the cost of decals.

Homeowners are concerned East West is not adhering to the Architectural Guidelines. New construction is required to have \$2500 in landscaping which does not appear to have been done with the new construction on Riverwatch Drive.

The American flag should be flown in accordance with the flag code. The flag should be taken down at dusk or a light should be shown on the flag from dusk to dawn.

At what point does East West turn over new construction approval to the Riverwatch HOA. It was suggested that a property owner of Riverwatch participate on the Review Committee of East West. A representative of East West should be at the General Membership Meeting to update the homeowners/property owners of new construction that is in the works and what we can expect in the coming year.

### **Gate Locks**

Beth provided Lee with several companies to contact about the pool gate locks. Two of the companies responded and one quote was received. Lights Lock and Key suggested we repair/replace the lock on the small gate. Estimate is approximately \$1600. It was also suggested we install a keypad lock (like the bathrooms have) on the kitchen door. Lee is going to contact the locksmith to find out warranty info and how long we could expect a new lock to last. Carol made a motion we install a cable and padlock on the large gate and table decision on the pedestrian gate until Lee finds out about warranty, life expectancy and obtaining at least one more quote. Lee seconded motion, all in favor, motion passed.

### **Website**

Marsha spoke with a web professional about setting up a website for Riverwatch. The initial setup would be \$500-\$600 and \$50 monthly for maintenance. The

initial fee includes uploading forms and training for one or two homeowners. Volo Village and Calling Post are additional sites Marsha is investigating.

### **Walking Trail Bridge Repair**

The main bridge on the walking trail is in desperate need of repair before it is totally destroyed. Lee will ask Beth to approach East West with help getting the bridge repaired.

### **New Business**

The HOA will implement a Policy Resolution for Complaint Procedures. This is required by the State for all HOA's. Ryan made a motion to adopt the Policy Resolution for Complaint Procedures. Marsha seconded, all in favor, motion passed. Information will be sent to property owners.

### **Collection Policy**

A collection policy has been suggested. Ryan made a motion we accept the Collection Policy, Marsha seconded motion, all in favor, motion passed.

### **Reserve Study**

We have received 3 quotes for obtaining a reserve study. All of the quotes averaged \$3000 with one lower and one higher. The Board elected to hire Criterium as they had a good referral from Beth. Lee made a motion to hire Criterium for a fee of \$3000. Ryan seconded motion, all in favor, motion passed.

### **Clean-up day/Picnic**

We will have a clean-up day and picnic May 21, 2016 to kick off the opening of the pool. Anyone interested in helping out, or have suggestions, show up on May 21. The time and details will follow at the General Membership Meeting on March 28, 2016. The decking at the pool needs to be powerwashed as it has algae growing on it which could make it slippery. There are items in the boat storage lot that should be cleaned out. If you have equipment, boats or other items that are not

up to date with tags and decals please have them removed. Beth will also be asked to send out a notice for trash and abandoned items to be removed.

### **Clubhouse Pavilion/Pool**

A couple of discrepancies were found on the pavilion rental form that will be addressed. The rental of the pavilion does not include the rental of the pool. The Board will evaluate the rental form and make recommendations to revise the form. This topic is tabled until the March General Membership meeting

### **Quarterly Invoices**

Several homeowners expressed an interest in going back to quarterly invoices instead of the coupon book. This can be done for a minimal increase in cost. Lee made a motion to receive quarterly statements beginning in January 2017.

Marsha seconded, all in favor, motion passed.

### **Vandalism**

Recently a resident had a bomb put in their mailbox by an unknown person or persons. Please report any suspicious activity to the sheriff department as soon as possible. There have been incidents of the right of way being damaged from trucks, cars, four wheelers or motorcycles. This kind of damage cost the HOA money. Reports of vehicles speeding through the neighborhood at various hours of the night. We all need to be diligent in keeping our neighborhood a safe place.

### **Adjournment**

Lee made a motion to adjourn the meeting at 7:16 p.m.. Marsha seconded, all in favor, motion passed.

Respectfully submitted,

Carol White

Secretary

