



Riverwatch HoA Board Meeting

Monday, October 23, 2017

6:00 – 8:00 PM

Piankatank Community League 11888 Harcum Rd.

Riverwatch HoA Board meeting Agenda

October 23, 2017

- ▶ Call to Order (Mike AtLee - President)
- ▶ Roll Call & Quorum Status (Karen Schenck - Secretary)
- ▶ Approval of Last Meeting's Minutes (Board)
- ▶ Chairperson's Report
 - ▶ Original list of concerns
 - ▶ Website/Facebook Review
 - ▶ East West Communities update
 - ▶ Actions by board since March 20, 2017 YTD
- ▶ Cable services?
 - ▶ Actions taken
 - ▶ Letter to County
- ▶ Current Solutions:
 - ▶ Verizon Unlimited Data offering?
 - ▶ Hughes Generation 5 Satellite?
- ▶ Treasurer's Report (Cathy Lee Putnick)
 - ▶ Current financials
 - ▶ 2018 Proposed budget Old Business/Work in progress
- ▶ New Business
 - ▶ Vehicle Decals
 - ▶ Letter from management company
 - ▶ Defining and expansion of the Boat/Storage Yard usage
 - ▶ Rules for use of storage yard
 - ▶ Re-landscaping entrances and pool area
- ▶ Owners Open Comments Period
- ▶ Calendar
 - ▶ January 23rd next board meeting Piankatank Community League facility
 - ▶ Projects to be placed on calendar
 - ▶ Landscaping
 - ▶ Winter Rut repair - ongoing
- ▶ Adjournment
 - ▶ Thank you for coming!

Chairman's Comments

Original list of Community Concerns

- ▶ Beautifying the main and back entrance - Will be completed by end of November
- ▶ Fixing the ruts made by snow plow and construction vehicles - On-going
- ▶ Lack of internet services - on going
- ▶ Relationship with East West - Home built too close to the street - County
- ▶ Walking trail - Bridge repair and maintenance - Completed in June
- ▶ Neighborhood communications - on going
- ▶ No directory of home/land owners - Challenging - little response

East West Communities Update

Comments from Clem Carlisle

- ▶ Riverwatch Drive has been accepted into the VDOT system. We will need a formal acceptance agreement from Gloucester County, but that's always agreed to
- ▶ Purchasers of company lots have financing available for a 10% down payment, rather than the conventional 20% normally charged by lenders.
- ▶ We would encourage residents to refer their friends and relatives to us for lots purchases. We have very affordable prices and good financing, if needed.

Riverwatch Board of Directors

Activities since March 20, 2017

- ▶ Contract for Pool - done - opening May 21st
- ▶ Contract for common grounds done - improvements to shoulders, etc., completed
- ▶ Contract for website - done - please encourage everyone to use it – main communication method
- ▶ Plans for improvements to main entrance and back entrance being designed. Due to time of year, won't take place until fall, but will be maintained
- ▶ Bridges repair on nature trail completed
- ▶ Clean up and maintenance of nature trail included in contract with common ground
- ▶ Enhancements to dock, table, umbrella and bench added
- ▶ Grill added at pool
- ▶ No cost for use of Pavilion and pool for homeowners
- ▶ 5K walk/run race set up to support Special Olympics of VA
- ▶ Working with East West on Cable
- ▶ Committees built ARC, Social
- ▶ Storage Yard rules and requirements developed
- ▶ Eliminated Pavilion Charges for usage
- ▶ Design and plans for landscaping complete, Main entrance, Pool and Back entrance
 - ▶ Work to begin in Oct/Nov.
- ▶ Plants/flowers placed at both entrances and at the pool
- ▶ Expanding email list of land and homeowners – work in progress
- ▶ Friday night Happy Hour's at Pavilion – well attended
- ▶ Future expansion of Boat/Storage Yard being developed
- ▶ 24 hour response to homeowner's questions/needs
- ▶ Regular communications/emails sent to RiverWatchers
- ▶ Enhancements at Pool, lost and found, loaner towels, etc.
- ▶ Replace old Fire extinguisher in pool/kitchen area
- ▶ Flags placed at everyone's mailbox for holidays
- ▶ "R" decal for owners cars
- ▶ Non-slip mats placed in pool restrooms
- ▶ Hooks placed on doors in restrooms
- ▶ New light timer replaced at main entrance
- ▶ Welcome basket for new neighbors
- ▶ 2018 budget built
- ▶ Pool closed and chairs and tables put away

Cable (COX) Actions

- ▶ Clem Carlisle and I sent Garrey Curry, Deputy County Administrator a letter describing our current home sites as well as home sites under plan for construction for consideration in putting cable throughout Riverwatch.
- ▶ Thus far, we don't meet the requirements to get COX to install cable.
- ▶ Next step is for Clem and I to meet with Mr. Curry and COX leadership.

We will continue working this, as our roof tops grow, we will eventually get cable in Riverwatch.

Internet Solutions (today)

- ▶ Verizon hot spots – unlimited data offering
- ▶ Hughes Net Generation 5 – Less expensive than Verizon and faster.

Treasurer Report

Financial Report

10/10/2017 9:49 PM		Riverwatch HOA Balance Sheet 09/30/2017		Page: 1
108000 Midlothian Turnpike Suite 305 Richmond VA 23235		Community Partners of Va, Inc. 10800 Midlothian Turnpike Suite 305 Richmond VA 23235		
	September 2017	Operating	Reserve	Total
<i>Current Assets</i>				
	<i>Checking/Savings</i>			
1110	CAB Operating Checking Acct	24,583.90	0.00	24,583.90
1121	CAB MM	0.00	25,141.73	25,141.73
	<i>Total Checking/Savings</i>	<u>24,583.90</u>	<u>25,141.73</u>	<u>49,725.63</u>
<i>Accounts Receivable</i>				
1200	Accounts Receivable	4,341.50	0.00	4,341.50
	<i>Total Accounts Receivable</i>	<u>4,341.50</u>	<u>0.00</u>	<u>4,341.50</u>
	<i>Total Current Assets</i>	<u>28,925.40</u>	<u>25,141.73</u>	<u>54,067.13</u>
<i>Fixed Assets</i>				
	<i>Total Fixed Assets</i>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<i>Total Other Current Assets</i>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL ASSETS	28,925.40	25,141.73	54,067.13
LIABILITIES & EQUITY				
<i>Liabilities</i>				
<i>Current Liabilities</i>				
2050	Prepaid Assessments	5,868.93	0.00	5,868.93
	<i>Total Liabilities</i>	<u>5,868.93</u>	<u>0.00</u>	<u>5,868.93</u>
<i>Equity</i>				
3406	Replacement Reserve Fund	0.00	25,111.05	25,111.05
3490	Reserve Interest Earned- Current Year	0.00	30.88	30.88
3519	Operating Interest-Current Year	12.56	0.00	12.56
3900	Retained Earnings	21,396.01	0.00	21,396.01
	Net Income	1,647.90	0.00	1,647.90
	<i>Total Equity</i>	<u>23,056.47</u>	<u>25,141.73</u>	<u>48,198.20</u>
	TOTAL LIABILITIES & EQUITY	28,925.40	25,141.73	54,067.13

2018 Proposed Budget

	2017 Budget	2018 Proposed Budget
Operating Income		
5010 Assessments	82,280.00	82,280.00
5024 Capital Contribution	0.00	0.00
5031 Developer Contribution	0.00	0.00
5035 Returned Check Fee	0.00	0.00
5040 Late Fees	500.00	500.00
5045 Disclosure Income	0.00	300.00
5070 Clubhouse Rental	0.00	0.00
5090 Miscellaneous Income	0.00	0.00
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Total Income	82,780.00	83,080.00
Expense		
6010 Audit & Tax Prep.	5,785.00	4,000.00
6020 Management & Accounting	5,093.00	5,093.00
6030 Insurance	6,030.00	6,040.00
6040 Legal & Professional	1,000.00	1,000.00
6050 Printing & Reproduction	750.00	900.00
6060 Postage/Mailing	500.00	500.00
6130 Delinquent Collection Fees	0.00	50.00
6150 Misc. Administration	800.00	1,250.00
6190 Licenses & Fees	100.00	100.00
6220 Social Committee	300.00	400.00
7076 Maintenance Supplies	0.00	500.00
7080 General Repair	2,022.00	3,147.00
7200 Electricity	2,500.00	2,500.00
7300 Lawn Maintenance	28,500.00	29,500.00
7330 Other Grounds	4,000.00	4,000.00
7510 Janitorial Service	500.00	0.00
7610 Pool Contract	5,400.00	4,600.00
7620 Pool Repair & Maintenance	1,500.00	1,500.00
7830 Reserve Contribution	18,000.00	18,000.00
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Total Operating Expenses	82,780.00	83,080.00

Committees

Social Committee

Planned events for 2018

- Pool Opening
- 5K Charity Race June 23rd – 6:00 PM
- Pool closing

Architectural Review Committee

- By-Laws and guidelines - developing process
- Neighborhood Reviews for Compliance

New Business

Riverwatch Vehicle Decals



- Identify who is using our pool and dock
- Add security to the neighborhood
- Placement of decals:
 - It was recommended that the decal be placed on the windshield in the center in front of the rear view mirror so as to not block anyone's vision. The rear and side windows are also acceptable, just make sure you don't block your view.

Storage Yard

The requirements for using the storage yard

- ▶ Storage Yard is for water crafts/utility trailers, RV's **only**, no cars, other items
- ▶ All Boats, RV's, Utility Trailers must be in working order
- ▶ All boats, RV's and trailers must have an up to date license
- ▶ Boats/RV's with trailers cannot exceed 70 feet including trailer tong
- ▶ All vehicles must be registered with the board of directors, and Community Partners of VA.
 - ▶ Name
 - ▶ Address
 - ▶ Phone number
 - ▶ Email address
 - ▶ Description
 - ▶ Location Number
- ▶ *Purpose: in the event there is any damage to unit, we will be able to contact owner.*
- ▶ Gates must be kept locked at all times

Storage Yard

Registration Form – Community Partners and BoD

Riverwatch HoA

1730-F GEORGE WASHINGTON MEMORIAL HIGHWAY

YORKTOWN, VA 23693

OFFICE (757) 327-0037/ FAX (757) 327-0082

jhall@communitypartnersva.com

mba5949@gmail.com

Storage Lot Registration

Date: _____

Name: _____

Address: _____

Phone: _____

Email: _____

Storage Description:

Make: _____

Make: _____

Description: _____

Description: _____

Color: _____

Color: _____

License Plate #: _____

License Plate #: _____

Make: _____

Make: _____

Description: _____

Description: _____

Color: _____

Color: _____

Landscaping

- ▶ 3 areas under review
 - ▶ Main Entrance
 - ▶ Pool area
 - ▶ Back entrance
- ▶ Issue
 - ▶ Main entrance is over grown
 - ▶ Back entrance needs more design (make similar to main entrance on a smaller scale)
 - ▶ Pool Area – parking lot trees over grown, blocking lights – trees around pool over grown – removal of dead trees – overall clean up area

Landscaping Actions

- ▶ Meeting held with 3 companies
 - ▶ Chandler Landscaping
 - ▶ Bay Concierge
 - ▶ Arbor Quest
- ▶ Recommendation
 - ▶ Remove overgrown shrubs, trees in main and pool areas
 - ▶ Re-plant usable shrubs
 - ▶ Maximize look while minimizing maintenance
- ▶ This approach is designed to save us money while giving us the look we are all proud of

Owners Comments