

RIVERWALK TUCSON HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

MINUTES – APPROVED

Monday, September 16, 2021, at 6:05 P.M.

Board Members in attendance:

Harrison Graham, President

Stephanie Lovinger, Vice President

Aaron Dyer, Treasurer

John Crocco, Secretary

Evan Greenberg, Director

Jayne Cooper, Director

Absent: Josephine Kasper, Director

HBS Management Representation:

Stephanie Powell, Community Manager

Lot Homeowner(s): Lot 130 & 86

1. Call to Order

The Meeting was called to order at 6:05 P.M. by the President.

2. Approval of the last meeting Board Minutes

- a. A **MOTION** was made by John Crocco, seconded by Stephanie Lovinger, and carried to approve the June 14, 2021; Meeting Minutes as submitted.

3. Review of Financials

- a. The August 2021 Financials were reviewed and approved by the Board of Directors as submitted. The financials will be posted on the website by Ms. Powell.

4. Old Business

The Board discussed the open action list as noted below:

1. Oversee compliance process. Inspection date to be announced by using an A-frame. Further discussion to take place at the November Meeting.
2. Artwork for clubhouse: Tabled to 2022 for further discussion/decision
3. HVAC Servicing to be scheduled for the clubhouse and gatehouse
4. All current policies to be reviewed by legal counsel.
5. Source Reserve Study. The last reserve study was completed for fiscal year 2019 by Strategic Reserves. Current reserve study is needed. Ms. Powell will coordinate bids for new reserve study.
6. Facilitate refunds for the rescinded 1% Reserve Contribution. Since June 2021 there have been five requests for a refund, which have been reviewed and approved legal counsel. The Board would like to get a report on sales from January 2020 – May 2021 and who was charged the 1% fee. These owners should be contacted to advise that they are entitled to a refund. Ms. Powell will work with accounting to get this information.
7. Database for all keys, gate remotes and pool key cards to be updated. Limit to two per household.
8. Community Website: Ms. Powell advised that in addition to the Riverwalk Tucson website, there is an owner portal through TOPS. Ms. Powell will send the registration link to all Board Members to review the owner portal.
9. Collection Process: Ms. Powell advised that any account over 90 days delinquent will be brought before the Board for approval to send to legal counsel for further collections. All collections costs are billed to the homeowner.

5. New Business Items

- a. Appoint Committee Members: The following Committee Members were nominated and appointed by the Board of Directors as follows:
 - i. Landscape: Harrison Graham, Jayne Coper and John Crocco
 - ii. DRC: Evan Greenberg, Stephanie Lovinger and Aaron Dyer
- b. The landscape committee will look into landscape illumination and painting of the utility boxes.
- c. Board Training: Riverwalk Tucson's legal counsel, Nicholas Nogami of Carpenter/Hazelwood has offered to conduct Board Training. The Board will coordinate their schedules for this to be completed prior to the next Board Meeting.
- d. Email Addresses: Stephanie Powell will contact the IT Tech for HBS Management to generate individual email addresses for all Board Members for Riverwalk Tucson business only.
- e. BrightView Landscape: On September 9th, Harrison Graham and Stephanie Powell conducted a walk thru of the community with the account manager from BrightView Landscape to discuss the continued deterioration of the landscape. Pre-emergent was applied on September 9th and 10th and the week of September 13th, the bushes and shrubs will be trimmed as needed. In addition to the landscape, the irrigation was discussed, and it was recommended that the irrigation be assessed at least once a month and any faulty lines and/or leaks be repaired as needed.
- f. Parking Concerns: The Board discussed the continued parking violations and concerns of the current parking rules. It was recommended that a survey be sent to all residents for input on the parking rules and continued violations. Further discussion will take place at the next Board Meeting.

6. Manager's Report

Ms. Powell provided the report within the Board Packet and asked if there were any comments or questions from the Board and there was none.

9. Homeowner Forum – owners in attendance had no comments, questions, or concerns.

- a. Speakers are limited to 3 minutes each.

10. Schedule/Confirm Next Board Meeting

Monday, November 15, 2021, at 6:00 P.M.

11. Adjournment to Executive Session

A **MOTION** was made by Stephanie Lovinger, seconded by John Crocco, and carried to adjourn the Board meeting to a closed Executive Session at 8:04 P.M.