

## MEETING NOTICE

DATE & TIME: Wednesday, August 31, 2022 at 6:30 p.m., local time  
LOCATION: Zoom (Details available at [RiverwalkAtSunrise.com](https://www.RiverwalkAtSunrise.com) > Meetings)

## ATTACHMENTS

Page(s) 1 – 3 This meeting's agenda Separate attachment for 100 Riverwalk  
Page(s) 4 – 6 Minutes 27 JUL 2022

## AGENDA

1. Call to Order at: [6:45](#) pm, local time
2. Present:  
| [X](#) | (P) J Prigal | | (VP) Guzman | [X](#) | (S) Varela | [X](#) | (T) Senises | | (D) [Vacant]
3. Members Present: [\(100\) DiVietro](#);
4. Notice of Meeting: (a) Website; (b) At Association on 26 AUG 2022
5. \***MOTION** to waive reading and approve meeting minutes from Meeting dated 27 APRIL 2022.

<b>MOTION</b> <a href="#">P</a>	<b>SECOND</b> <a href="#">S</a>	<b>OBJECTIONS</b> <a href="#">None</a>	<b>MOTION IS</b> <a href="#">Adopted</a>
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6. \***MOTION** to waive reading and approve meeting minutes from Meeting dated 29 JUNE 2022.

<b>MOTION</b> <a href="#">P</a>	<b>SECOND</b> <a href="#">S</a>	<b>OBJECTIONS</b> <a href="#">None</a>	<b>MOTION IS</b> <a href="#">Adopted</a>
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7. CURRENT BUSINESS:
  - a. MONUMENT —
    - i. 2022.04.27 — Funds approved; Absolute Black (color) approved;
    - ii. 2022.04.28 — Vendor has to update pricing;
    - iii. 2022.06.24 — Pricing is now \$16,588.00; Motion to approve?
      1. Motion to approve (VP); Second (P); Opposed: None; Motion: Adopted
      2. Letters — Getting quotes for replacing letters. To sandblast, prime and paint is \$2,400.00 from Art Signs.
    - iv. 2022.08.31 — Discussion on letters for sign: (a) Engraving; (b) extruded; (c) repair existing.

- b. CODE VIOLATIONS —
    - i. Pool Baths / Fixtures — Getting quotes for ATF permits / changes;
    - ii. Electrical Outlets — Permits obtained;
  - c. Rules & Regulations Adoption —
    - i. Received quote for \$350/hr to review. About 5 – 10 hours. (\$1,750 - \$3,500)
    - ii. Received a retainer letter without a time estimate at an hourly rate of \$400.00.
    - iii. Received a verbal from Chris Sajdera PA for \$275.00 per hour with estimate of 2 – 3 hours.
      - 1. Motion to approve \$825.00 in legal fees for Documents Review (VP); Second (P);  
Opposed: None; Motion: Adopted.
    - iv. 2022.07.21 — Emailed to Chris Sajdera, PA with approval.
    - v. 2022.08.26 — No reply. Jamie – can you f/u or do you want mgr to follow-up?
  - d. Building Painting — Scope of work published online. Awaiting additional quotes.
    - i. 2022.06.24 — Following-up with vendors, but haven't received any more.
    - ii. 2022.07.26 — John the Greek Painting was on-site quoting the job.
    - iii. 2022.08.26 — Expecting paint bid this week.
8. NEW BUSINESS:
- a. Pool Status
    - i. Pavers need to be repaired (anybody have a vendor they'd like me to get a quote from?)
      - 1. 2022.08.31 — Manager to ask landscapers
    - ii. Signs have been ordered
    - iii. New vendor has key
  - b. Pool storage compartment ordered with tubs.
    - i. 2022.08.31 — Storage compartment requires two (2) people to install. Manager will have maintenance tech perform install with janitor.
  - c. Lights @ Cabana — Install photocell?
    - i. 2022.08.31 — No need for this.
  - d. Storm Drains — Status of bids requested in June
    - i. Quote q7273 — \$3,275.00 for 22 storm drains plus main clean-out to retention pond. Quote attached.
      - 1. 2022.08.31 — Changes to contract: (A) Clean-out of the main drain to the retaining pond; and (B) Payment to occur after first rainfall over 0.5" of rain so Association can assess the effectiveness of the work.

*Riverwalk at Sunrise Homeowners Association, Inc.*

100 — 268 Riverwalk Circle | Sunrise, Florida 33326

2. Motion to approve contingent upon inclusion of clean-out of main retaining pipe clean-out; and contingent upon payment after a rainfall heavy enough to determine completion of work. **Motion: (P); Second: (T); None Opposed; Motion Adopted.**

e. 2022.08.31 — Re-lining of entry, guest parking spaces and speed bumps — Get pricing.

9. MEMBER CONCERNS:

a. PAST-DUE BALANCES —

- i. FRI 22 JUL 2022 — \$5,665.00  
ii. FRI 26 AUG 2022 — \$6,480.00 (*125 Riverwalk scheduled to close before 09 SEP 2022.*)

b. ROOF REPAIRS — Budgeted for FY2022: \$30,000.00

- i. 01/10/22 — 242 — \$960.00      Balance: \$960.00  
ii. 04/04/22 — 122 — \$920.00      Balance: \$1,880.00  
iii. 06/29/22 — 219 — \$920.00      Balance: \$2,800.00  
iv. 07/06/22 — 224 — \$3,120.00      Balance: \$5,920.00  
v. 07/07/22 — 124 — \$920.00      Balance: \$6,840.00  
vi. 07/08/22 — 262 — \$1,890.00      Balance: \$8,730.00  
vii. 07/20/22 — 264 — \$1,890.00      Balance: \$10,620.00 (35.4% to-budget)

c. ARCHITECTURAL MODIFICATIONS —

- i. 100 Riverwalk Circle — Aluminum Covered Awning Request (attached separately)

1. Motion to approve contingent on Association being named as additionally named insured for any wind/hazard or general liability insurance policy to protect association from claim of damage, injury or death as a result of structure being on property; Motion: (S); Second: (T); None Opposed; Motion Adopted.

2. Hold on the agenda until insurance is received.

- ii. 202 Riverwalk Circle — Grass concerns: Jamie / Evie will discuss with Carlos

- iii. 178 Riverwalk Circle — Root dead-ending needed: Jamie will discuss with Carlos

1. 2022.08.31 — Jamie discussed with Carlos; He saw the roots; He didn't believe they were large-enough to cause the water issue; // Mohogany Tree by pool – no price (yet).

- iv. Standing water near playground tot/lot entry needs to be graded. (Carlos handling.)

1. 2022.08.31 — Jamie discussed. Flip the gate: The vendor he had didn't respond. Jamie will call another vendor;

2. ~~Motion to approve \$615.00 to Premium Landscaping to drain standing water near Tot Lot.~~

**Motion**

**Second**

**Opposed**

**Motion is:**

v. 133 Riverwalk Circle — Windows alteration.

1. The windows MUST have a vertical stripe down the center of each pane of glass to match the rest of the community. Board will review via email once this requirement is met.

10. NEXT MEETING: **Scheduled for WED 28 September at 6:30 pm;**  
(Agenda items must be submitted by WED 21 September 2022.)

11. MOTION to adjourn.

<b>MOTION</b>	<b>SECOND</b>	<b>VOICE VOTE</b>	<b>MEETING ADJOURNED AT:</b>
<b>P</b>	<b>T</b>	<b>None Opposed</b>	<b>7:51 p.m.</b>

CERTIFIED:

	<u>28 SEP 2022</u>
Alfredo Varela, Secretary	Date

**MEETING MINUTES**  
Wednesday, May 25, 2022

12. Call to Order at: [6:48](#) pm, local time

13. Present:

| [X](#) | (P) J Prigal | [X](#) | (VP) K Heck | [X](#) | (S) Varela | | (T) M Hernandez | [X](#) | (D) E Guzman

14. Members Present: [Mike Divietro \(100\)](#); [Donald Cuadra \(217\)](#); [Andreina Villalobos \(190\)](#);

15. Notice of Meeting: [Published to website.](#)

16. \***MOTION** to waive reading and approve meeting minutes from Meeting dated 27 APRIL 2022.

(Pages 3 – 6)

MOTION	SECOND	OBJECTIONS	MOTION IS
<a href="#">P</a>	<a href="#">D</a>	<a href="#">None</a>	<a href="#">Adopted</a>

17. CURRENT BUSINESS:

a. MONUMENT —

- i. 2022.04.27 — Funds approved; Absolute Black (color) approved;
- ii. 2022.04.28 — Vendor has to update pricing;

b. CODE VIOLATIONS —

- i. Tree Trimming / Landscaping — Remedy in process; no fines
- ii. Pool / Health Dept — Complied; New signs being picked-up this week;
- iii. Pool Baths / Fixtures — Getting quotes for ATF permits / changes;
- iv. Electrical Outlets — Need to locate FPL CAN for the street lamps;

c. Rules & Regulations Adoption —

- i. Received quote for \$350/hr to review. About 5 – 10 hours. (\$1,7500 - \$3,500)
- ii. [Manager to get a second quote.](#)

d. Insurance Quoting — Quotes are being worked on with brokerages statewide.

- i. Ready to proceed to getting an AOR (Agent of Record) Letter signed.

e. Building Painting — Scope of work published online.

- i. Awaiting more quotes

f. Mailboxes – Painting vs. Replacement.

- i. 2022.04.27 — (Try cleaning first, try repainting. Replacement will be challenging at best. /  
*Try “Simple Green”?*)

18. NEW BUSINESS:

19. MEMBER CONCERNS:

- a. Violations
- b. Fines — None at this time.
- c. Past-Due Balances —
  - i. MON 21 FEB 2022 — \$4,750.00
  - ii. MON 28 MAR 2022 — \$3,105.00
  - iii. MON 25 APR 2022 — \$3,505.00
  - iv. MON 23 MAY 2022 — \$4,305.00 (*closing on 125 Riverwalk is delayed.*)
- d. Architectural Requests —
  - i. 217 (Cuadara) — Request for turf install. (*Separately attached.*)
  - ii. Manager's concerns:
    - 1. Description of turf does not state permeability; Per Sunrise Code of Ordinances, 35% of the lot must be permeable (be able to absorb rainwater.)
    - 2. There's a "perimeter" of cement that they want to install. Has the owner ordered a staked boundary survey?
    - 3. They're talking about removing three inches of top soil and then installing gravel and sand. They also talk about grading. A grading plan should be provided.
    - 4. There's no mention of any work they'll be doing on the irrigation lines or the message wires for the irrigation lines.
    - 5. The City of Sunrise will require permits for: (A) Irrigation work; (B) Cement work;
    - 6. *Set contingencies; City, but any contingencies the Association wants in place taking into account cement, grading and irrigation.*
    - 7. *Member: Same prep as tiles (pavers); They will raise the entire yard, leave a foot drop towards the back; Water goes through the turf right away; Would be paver-ready later; The concrete is to retain the material;*
    - 8. *Table until contingencies are submitted in-writing to Board for review.*
  - iii. Application for 112 Riverwalk — Buyer qualification concerns;
    - 1. Association will demand that the Buyer(s) pays to the Association and maintains a credit not less than \$2,500.00 for the first year of homeownership. If Buyers agree, the Association will issue approval.

- iv. Pool Area — (1) Chairs; (2) Clock; (3) Mohogany Tree – (a) cost to remove and replace vs. cost to just address the roots; manager to get quote on root cutting only; (4) Cabinet (locker) replacement for the cabana. Okay to proceed under \$300.00; (5) Discuss getting 2 tables, chairs, umbrellas; (6) Add to Michele’s list to hose-down the lounge chairs daily;
- e. Late Fee Waiver Requests — None at this time.
- f. Other — Nothing at this time.
20. NEXT MEETING: **Scheduled for WED 29 JUNE 2022 at 6:30 pm;**  
(Agenda items must be submitted by WED 15 JUNE 2022.)
21. MOTION to adjourn.

<b>MOTION</b>	<b>SECOND</b>	<b>VOICE VOTE</b>	<b>MEETING ADJOURNED AT:</b>
<b>S</b>	<b>D</b>	<b>NONE</b>	<b>7:41 pm</b>

CERTIFIED:

*Alfredo Varela*      27 JUL 2022  
Alfredo Varela, Secretary      Date

**MEETING MINUTES**  
29 JUNE 2022

22. Call to Order at: 6:38 pm, local time

23. Present:

| **X** | (P) J Prigal | | (VP) K Heck | **X** | (S) Varela | | (T) M Hernandez | **X** | (D) E Guzman

24. Members Present: **Mike Divietro (100), Albert Tobar (226), Jorge Senises (250),**

25. Notice of Meeting:

26. ~~\*MOTION to waive reading and approve meeting minutes from Meeting dated 27 APRIL 2022.~~

~~(Pages 3 — 6)~~

MOTION	SECOND	OBJECTIONS	MOTION IS
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27. CURRENT BUSINESS:

a. SEATING NEW BOARD:

i. Uncontested, the following are the new board of directors: Jamie Prigal, Evie Guzman, Alfredo Varela, Jorge Senises. *(This leaves one (1) vacant board seat to be filled.)*

ii. Officers —

- |                   |                |
|-------------------|----------------|
| 1. President      | Jamie Prigal   |
| 2. Vice President | Evie Guzman    |
| 3. Secretary      | Alfredo Varela |
| 4. Treasurer      | Jorge Senises  |

b. MONUMENT —

- i. 2022.04.27 — Funds approved; Absolute Black (color) approved;
- ii. 2022.04.28 — Vendor has to update pricing;
- iii. 2022.06.24 — Pricing is now \$16,588.00; Motion to approve?
  1. Motion to approve (VP); Second (P); Opposed: None; Motion: Adopted
  2. Letters — Getting quotes for replacing letters. To sandblast, prime and paint is \$2,400.00 from Art Signs.

c. CODE VIOLATIONS —

- i. Tree Trimming / Landscaping — Remedy in process; no fines
- ii. Pool Baths / Fixtures — Getting quotes for ATF permits / changes;
- iii. Electrical Outlets — Need to locate FPL CAN for the street lamps;



d. Rules & Regulations Adoption —

- i. Received quote for \$350/hr to review. About 5 – 10 hours. (\$1,750 - \$3,500)
- ii. Received a retainer letter without a time estimate at an hourly rate of \$400.00.
- iii. Received a verbal from Chris Sajdera PA for \$275.00 per hour with estimate of 2 – 3 hours.
  1. Motion to approve \$825.00 in legal fees for Documents Review (VP); Second (P);  
Opposed: None; Motion: Adopted.

e. Building Painting — Scope of work published online. Awaiting additional quotes.

- i. 2022.06.24 — Following-up with vendors, but haven't received any more.

f. Mailboxes – Painting vs. Replacement.

- i. 2022.04.27 — (Try cleaning first, try repainting. Replacement will be challenging at best. /  
*Try "Simple Green"?*)
- ii. 2022.06.07 — First cleaning attempt. Board's thoughts?
- iii. 2022.06.29 — Paint just the bases. Include in the building painting proposal / work.

28. NEW BUSINESS:

29. MEMBER CONCERNS:

a. PAST-DUE BALANCES —

- i. MON 25 APR 2022 — \$3,505.00
- ii. MON 23 MAY 2022 — \$4,305.00 (*closing on 125 Riverwalk is delayed.*)
- iii. FRI 24 JUN 2022 — \$4,755.00 (*closing on 125 Riverwalk is delayed.*)

b. ROOF REPAIRS —

- i. 224 Riverwalk Circle — Roof Repair. Cost \$3,120.00.
  1. 2022 Budget is \$30,000.00; YTD Spending as of 31 MAY 2022 is \$1,880.00
  2. 2022.06.24 — Manager approved.
- ii. 226 Riverwalk Circle — Roof Repair. Cost \$1,120.00.
  1. 2022 Budget is \$30,000.00; YTD Spending with added unit above will be \$5,000.00
  2. 2022.06.24 — Manager approved.
- iii. 219 Riverwalk Circle — Roof Repair. Cost \$920.00

iv. ARCHITECTURAL MODIFICATIONS —

v. 217 Riverwalk Circle — Donald: Turf Install

1. 2022.05.25 — Board wants to see some guidelines. Manager has some questions.
2. 2022.06.29 — Guidelines review by Board and approval vote.

vi. 170 Riverwalk Circle — Cara: Solar Panel Installation

1. Board Discussion
2. Motion to approve \$400 for legal letter of opinion — Motion: (S); Second: (T); Opposed: None; Motion: Approved.

vii. 202 Riverwalk Circle — Grass concerns: Jamie / Evie will discuss with Carlos

viii. 178 Riverwalk Circle — Root dead-ending needed: Jamie will discuss with Carlos

ix. Standing water near playground tot/lot entry needs to be graded. (Carlos handling.)

c. Late Fee Waiver Requests                      None at this time.

d. Other    Nothing at this time.

30. NEXT MEETING:

**Scheduled for WED 27 JULY 2022 at 6:30 pm;**  
(Agenda items must be submitted by WED 20 JULY 2022.)

- a. Garbage / Recycling bin placement
- b. Chairs on the pool deck
- c. Keys for the bathroom doors at pool cabana
- d. Lights @ Cabana —Install photocell?
- e. Storm Drains —

31. MOTION to adjourn.

<b>MOTION</b> VP	<b>SECOND</b> P	<b>VOICE VOTE</b> None Opposed	<b>MEETING ADJOURNED AT:</b> 7:26 pm
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CERTIFIED:

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Alfredo Varela, Secretary                      Date

*Riverwalk at Sunrise Homeowners Association, Inc.*  
 100 — 268 Riverwalk Circle | Sunrise, Florida 33326



2193 W 73rd ST  
 Hialeah, FL 33016

**Estimate**

Date	Estimate #
7/5/2022	198

Name / Address
RiverWalk at Sunrise HOA, Inc 2755 E Oakland Park Blvd Suite 200 Fort Lauderdale, FL 33306-1671

		Work Order Number	
Description	Qty	Rate	Total
Playground project at Riverwalk			
Red mulch for the park area		220.00	220.00
Sod delivery and Installation (pieces)	40	6.00	240.00
Sand delivery and installation (half yard)		95.00	95.00
Remove same grass		60.00	60.00
Thank you for your business.		<b>Total</b>	\$615.00