

MEETING NOTICE

DATE & TIME: Monday, October 03, 2022 at 6:30 p.m., local time
LOCATION: Zoom (Details available at [RiverwalkAtSunrise.com](https://www.RiverwalkAtSunrise.com) > Meetings)

ATTACHMENTS

Page(s) 1 – 5 This meeting's agenda
Page(s) 6 – 9 Minutes 31 AUG 2022
Page(s) 10 Photos of items for discussion
Page(s) 11 Pavers Estimate
Separate (A) Violation – 228; (B) Fine(s) – 185 (2 Notices of Fines), 123;

AGENDA

1. Call to Order at: 6:31 pm, local time
2. Present:

<u>X</u> (P) J Prigal	<u>X</u> (VP) Guzman	(S) Varela	<u>X</u> (T) Senises	(D) [Vacant]
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3. Members Present:
4. Notice of Meeting: (a) Website on 26 SEP 2022
5. ***MOTION** to waive reading and approve meeting minutes from Meeting dated 31 AUGUST 2022.

MOTION	SECOND	OBJECTIONS	MOTION IS
<u>P</u>	<u>VP</u>		<u>Adopted</u>
6. 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.
 - v. 2022.09.19 — (c) Repair existing was directive from board to manager.
 - vi. 2022.09.26 — Email from the vendor requesting: (a) Color for letters; (b) Identified that the border is separating from the monument backing. Manager requested price to repair. Photo of the border is needed. **What color should the letters be? (Background will be black)**
****SILVER****
 - vii. 2022.09.28 — Email from the vendor: (a) Existing letters have a vinyl covering. The vendor doesn't believe the new paint will adhere to it. (b) Cost to replace letters is \$1,666.00

additional to the overall project cost. (c) Color question (bolded and underlined, above.) (d)

Granite has been ordered. (e) Vendor is emailing manager photos.

1. \$2,400.00 included in original quote + \$1,666.00 for PVC Lettering (\$4,066.00).
 2. Aluminum quote (Attached, Page 12-13) is \$4,087.40
 - a. What quality of aluminum? T6061 / T6063?
 - b. What coating / prep for letter painting?
 3. Motion to adopt bid from Graphplex / Florida Sign Co for \$4,087.40.
 4. Motion: VP; Second: T; Opposed: None; Motion is adopted.
- b. Code Violation(s) —
- i. Pool Baths / Fixtures — Getting quotes for ATF permits / changes;
 - ii. Electrical Outlets — Permits obtained;
 - iii. Pool — Covered in the Architectural Section later in this agenda.
- 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?
 - vi. 2022.09.16 — Email from attorney. Attorney wants a retainer agreement. Management recommends against. The Association has Valancy & Reed, PA on retainer and they are doing work on the 84 South concern.
- 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.
 - iv. 2022.09.26 — Manager spoke with John the Greek Painting; Expecting quote this week.
- e. 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.

Riverwalk at Sunrise Homeowners Association, Inc.

100 — 268 Riverwalk Circle | Sunrise, Florida 33326

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.
 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.**
 3. 2022.09.01 — Reached-out to the vendor.
 4. 2022.09.16 — No response from vendor. Mgr followed-up by phone.
 5. 2022.09.28 — Only flooding during tropical events when the lake is backed-up. Otherwise working fine. Recommend tabling.
 6. 2022.10.03 — Recommend tabling. (MOTION TO TABLE: P; Second: T; Opposed: None; Motion to table adopted.)
7. NEW BUSINESS:
- a. 2022.08.31 — Re-lining of entry, guest parking spaces and speed bumps — Get pricing.
 - i. 2022.09.01 — Manager requested pricing for: (a) Sealcoat and re-stripe of all guest parking areas including curbs to say “GUEST ONLY”; (b) All speed bumps to be painted yellow; (c) All posts at speed bumps to be repainted yellow (*Reflective tape can be applied after the paint has dried by maintenance/janitorial staff.*)
 - b. New Dog Waste Receptacles (1)?
 - i. 2022.09.26 — One complaint received by management stating mosquitoes, flies, and the smell are awful. Estimated cost for new receptacle: \$250 - \$325 not including install. Manager Requests \$325.00 approval for replacement stand.
 - ii. 2022.10.03 — Motion to approve \$325.00.: VP; Second: P; Opposed: None; Motion: Adopted.
8. MEMBER CONCERNS:
- a. 133 Riverwalk (windows alteration)
 - i. 2022.08.31 — Member was asked to show window with vertical divider in it. Manager has received photos, but none are the manufacturer’s photos. Manager recommends approval with the contingency that if the vertical dividers are not in there, a fine of \$100.00 per day will start thirty (30) calendar days following closure of the permit until the vertical members are installed.
2022.10.03 — Motion to approve contingent upon window looking like others at property. MOTION: P; Second: T; Opposed: None; ARC is approved.;

b. PAST-DUE BALANCES —

- i. FRI 22 JUL 2022 — \$5,665.00
- ii. FRI 26 AUG 2022 — \$6,480.00
- iii. MON 26 SEP 2022 — \$4,010.00*

*Note: Manager will have recommendation for 30-day legal letters to be approved via email if no payments have been received on / before 10 OCT 2022.

c. ROOF REPAIRS — Budgeted for FY2022: \$30,000.00; YTD Expenses: \$14,770.00 (49.23%)

d. ARCHITECTURAL —

i. Root Systems to be assessed:

1. 2022.08.31 —

a. 178 Riverwalk Circle — Jamie discussed with Carlos; He saw the roots; He didn't believe they were large-enough to cause the water issue;

b. Pool — Mohogany Tree by pool – no price (yet).

2. 2022.09.23 — Manager emailed Jamie with quote from 2021 for Mohogany Tree Roots

3. 2022.09.26 — Jamie following up with landscaper.

ii. Standing water near playground / Tot Lot Entrance.

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

2. 2022.08.31 — Motion to approve \$615.00 to Premium Landscaping to drain standing water near Tot Lot was **TABLED**.

3. 2022.09.25 — Gate was reversed.

4. 2022.09.26 — Jamie contacted landscaper to request new sod.

5. **2022.09.26 — Manager is inquiring whether there is still an issue with standing water in parts of the Tot Lot / Playground?**

6. **2022.10.03 — Motion to approve \$615.00 to Premium Landscaping to re-grade entry way that will manage the standing water issue. Motion: P; Second: VP; Opposed: None; Motion is adopted.**

iii. Complaint: Landscapers not hauling away debris. (2022.09.26)

1. 2022.09.26 — Manager emailed photos provided with complaint to landscaping vendor with request to make sure items are picked-up *and* hauled-away.

iv. Complaint: Sprinkler repairs needed at 180 Riverwalk Circle. (2022.09.26)

1. 2022.09.26 — Manager emailed photos provided with complaint to landscaping vendor with request to make repair.

- v. Sod throughout common areas of community: Awaiting a bid and map or information showing where the repairs need to happen and an estimate for the repairs.

vi. **POOL**

1. Only item remaining is pavers repair. Two quotes: (1) for \$15,000.00 includes tree roots being killed / removed. (2) for \$1,050.00 does not include tree roots being killed / removed. Manager recommends approving an amount on this immediately so repairs can proceed. (Example: Motion to approve \$2,500.00 to have tree roots killed / removed and have pavers repaired.)
2. There is likely a pool leak. We need leak detection done. This typically costs \$350 - \$450. Manager recommends an approval of \$450.00 to have this done and a report supplied to the Board of Directors.
 - a. Quote from Tropical Pool Solutions for \$500.00. Motion to approve?
 - b. 2022.10.03 – Motion to approve: P; Second: VP; Opposed; None; Motion is approved. (Scheduled for TUE 04 OCT 2022.)

vii. **IRRIGATION**

1. Estimate #181 from 10 MAR 2022 is attached. This will complete the work. This work is required to close out permits with the City of Sunrise according to the vendor. Value is \$4,825.00. Motion to approve? Motion to approve: P; Second: T; Opposed: None; Motion is adopted. (*Manager is authorized to sign for Assn. and return to vendor.*)

viii. **DAMAGES**

1. 184 Riverwalk Circle: (A) Broken pipe adjacent driveway; Motion to authorize 50% payment on repair up to a maximum of \$150.00. Motion: P; Second: T; Opposed: None; Motion is adopted. (B) Standing water in back and side yards requiring grading. Manager to send violation notice to 186 for removal of retaining wall blocks.
2. 254 Riverwalk Circle: (A) Roof repairs (quote request in progress); (B) Damage to drywall inside.

ix. **VIOLATIONS**

1. Fine: 185 Riverwalk; 02 AUG 2022 Motion to approve: VP; Second: P; Opposed: None; Fine is applied.
2. Fine: 185 Riverwalk; 15 SEP 2022 Motion to approve: VP; Second: P; Opposed: None; Fine is applied.
3. Fine: 123 Riverwalk; 17 SEP 2022 Motion to approve: P; Second: T; Opposed: None; Fine is applied.

4. Motion to approve violation of 228 Riverwalk: Motion: VP; Second: P; Opposed: None;
Violation to be sent via USPS Certified Mail, Electronic Receipt.

x. **PAINTING**

1. The Association has received a sufficient number of bids to proceed with an analysis.
Management recommends paint color schemes (not more than three) be discussed.

9. NEXT MEETING: **Scheduled for WED 26 October at 6:30 pm;**
(Agenda items must be submitted by WED 19 October 2022.)

10. MOTION to adjourn.

MOTION	SECOND	VOICE VOTE	MEETING ADJOURNED AT:
P	VP	None	7:58 p.m.

CERTIFIED:


Alfredo Varela, Secretary 26 OCT 2022
Date

Meeting Minutes
August 31, 2022

11. Call to Order at: 6:45 pm, local time

12. Present:

| **X** | (P) J Prigal | | (VP) Guzman | **X** | (S) Varela | **X** | (T) Senises | | (D) [Vacant]

13. Members Present: (100) DiVietro;

14. Notice of Meeting: (a) Website; (b) At Association on 26 AUG 2022

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

MOTION	SECOND	OBJECTIONS	MOTION IS
P	S	None	Adopted

16. ***MOTION** to waive reading and approve meeting minutes from Meeting dated 29 JUNE 2022.

MOTION	SECOND	OBJECTIONS	MOTION IS
P	S	None	Adopted

17. 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.
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- 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.

18. 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.
 - 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.

19. 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:
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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.

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

21. MOTION to adjourn.

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

CERTIFIED:

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

Dog Waste Receptacle



Entry to Tot Lot / Playground

(Gate reversed 25 SEP 2022 not pictured)



ESTIMATE FOR REPAIR OF POOL PAVERS TO COMPLY WITH CODE

Golden Palms Painting
2140 N 29th Ave Apt #207
Hollywood, FL 33020 US
goldenpalmspainting@gmail.com



INVOICE

BILL TO

Riverwalk at Sunrise HOA
Riverwalk circle
Sunrise, Florida 33326

INVOICE # 1037

DATE 04/28/2021

DUE DATE 05/28/2021

TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Exterior Pavers	service -Remove 1,087ft of affected brick and cleaning them -Root removal. -Placing the clean brick back to their designated area.	1,087	14.50	15,761.50

50% of \$7,880.75 due prior to starting job = \$15,761.50
50% of \$7,880.75 due after job completion=\$15,761.50

BALANCE DUE

\$15,761.50

Our service will provide you with removing 1,087 Square Feet of pavers and clean them. Remove any type of roots. Level the ground and put pavers back.

FLORIDA SIGN GROUP

GRAPHPLEX • CHANNEL LETTER USA • McNEILL
1450 SW 10th Street, B2 • Delray Beach, FL 33444
954-946-3474

PROPOSAL

220709-01

Date: 10/03/2022

Expires: 10/17/2022

Drawing Numbers: 220709-01

Project: (G) Riverwalk - New Monument Letters
- Sunrise
N New River Circle
Sunrise, FL

Client: United Community Management
11784 West Sample Road, Suite 103
Coral Springs, FL 33065

Contact: Jamie Prigal jsprigal@gmail.com

We are pleased to offer this proposal for the following services at the above location.

Project Description:	Item Total:
Graphplex will fabricate and install the following:	\$3,820.00
(2) TWO sets of 1/4" thick solid cut out aluminum letters stud mounted to existing monument double sided monument sign. Sign to read: RIVERWALK	
Signs to match existing font and colors of existing sign	
Deposit Rate: 50%	Subtotal: \$3,820.00
Deposit: \$2,043.70	Tax: \$267.40
	Total: \$4,087.40

Notes: All prices are subject to applicable sales tax. Prices are based on available information given at the time and are subject to change.

Exclusions: Sign permits, structural engineering, traffic control equipment and permits are not included in the above quotations and if required shall be invoiced on a time and material basis. Electrical services to the proposed sign(s), unless specifically quoted above, is assumed to be existing or provided by others.

Warranty: 12 months against defective materials and 12 month unconditional guarantee on parts and labor.

Terms: 50% advanced deposit with balance due upon completion of project.

All credit card payments will be charged an additional 3% convenience fee.

1.5% per month (18% per annum) finance charge will be added to all past due accounts. Please pay promptly to avoid finance charges.

All signs will remain the sole property of Florida Sign Group until full payment is received. Florida Sign Group retains the right to remove its property from customer's premises if payment is refused.

The Permit Acquisition Fee is included in this proposal. This fee includes, but is not limited to: signed and

Salesperson: Robin Law

Buyer _____ Seller _____

Riverwalk at Sunrise Homeowners Association, Inc.

100 — 268 Riverwalk Circle | Sunrise, Florida 33326

FLORIDA SIGN GROUP

GRAPHPLEX • CHANNEL LETTER USA • McNEILL
1450 SW 10th Street, B2 • Delray Beach, FL 33444
954-946-3474

PROPOSAL

220709-01

Date: 10/03/2022

Expires: 10/17/2022

Drawing Numbers: 220709-01

Project: (G) Riverwalk - New Monument Letters
- Sunrise
N New River Circle
Sunrise, FL

Client: United Community Management
11784 West Sample Road, Suite 103
Coral Springs, FL 33065

Contact: Jamie Prigal jsprigal@gmail.com

sealed engineering drawings, Notice of Commencement, oversized copies, permit facilitation, Certificate of Liability Insurance (Additional Insureds), Certificate of Completion (if required), etc.

PERMITS- NOT INCLUDED IN THIS PROPOSAL. Since new letters are to match existing letters, no permit will be required.

TIMING: Approximately FOUR weeks from approved conceptual drawings, deposit and signed proposal.

Salesperson: Robin Law

Buyer's Acceptance _____ Title _____ Date _____

Seller's Acceptance _____ Title _____ Date _____

Page 2 of 2

www.squarecoll.com

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



Existing Sign



A New Letters


Scale: 1 1/2" = 1'-0"

Fabricate and install new 1/4" thick aluminum letters painted custom color. Mounts flush to marble wall.
CONFIRM PAINT COLORS

NOTE: Existing letters to be removed by others and wall will be refurbished.

QUANTITY - 2 SETS

03 OCT 2022 Meeting Notes — Current letter height is 12-1/2" ; Current length is 78"

 GRAPHPLEX SIGNS <small>Sign Design & Manufacture 1450 SW 10th Street, B2 • Delray Beach, Florida 33444</small> <small>954.920.0905 www.graphplex.com</small>	CLIENT: Riverwalk HOA PROJECT: Monument Signs ADDRESS: Sunrise, Florida PROJECT#: 220709	<div> <input type="checkbox"/> APPROVED AS SUBMITTED BY: _____ DATE: _____ </div> <div> <input type="checkbox"/> APPROVED AS NOTED BY: _____ DATE: _____ </div> <div> DATE: 7/22/2022 FILENAME: Riverwalk/220709-Riverwalk New Monument Letters </div>	DRAWN BY: RL SALES: Robin Law PAGE#: 1
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