

RIVERS RUN HOMEOWNERS ASSOCIATION ANNUAL MEETING

Tuesday, September 14, 2021, 5:00 p.m.
Virtual via Zoom



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Meeting Called to Order (L. McLaughlin)

Meeting Format and Ground Rules (L. McLaughlin)

Roll Call (C. Lee)

Proof of Notice of Meeting (C. Simmons\M. Hayward)

Approval of September 8, 2020 Annual Meeting Minutes (L. McLaughlin)

Welcome

- Review Annual Meeting Agenda Format (L. McLaughlin)
- Introduction of Current Board Members (L. McLaughlin)

Year Summary Reports

- Welcome & Introduction of New Members since last meeting (MJ Thomas)
- Recognition of members who moved out or we lost since last meeting (MJ Thomas)
- RR Community Activities (L. McLaughlin)
- 2021 In Review Summary (Cy Kastner)
- Finances (Jim Galvin)
 - 2021 Year to Date and projected Year End
 - 2022 Proposed Budget
 - What makes up the budget
 - HOA Fees

Mail-In Ballot Election Results (C. Simmons\M. Hayward)

- Process
- Results

Board President Comments (L. McLaughlin)

Community Open Forum

Adjournment

**RIVERS RUN
HOMEOWNERS ASSOCIATION**

BOARD OF DIRECTORS:

Linda McLaughlin, President
Cy Kastner, Vice President
James Galvin, Treasurer
Cheryl Lee, Secretary
Mary Jane Thomas, At Large

COMMITTEES

Buildings and Grounds:

Cy Kastner, Board Member
Barb Alconero
Marilyn Carlson
Cheryl Lee
Julian and M.J. Thomas
Fred Weinstein

Finance:

Jim Galvin, Board Member
Linda McLaughlin

Hospitality:

M.J. Thomas, Board Member
Wanda Fischer
Carol Schmalzbauer

Social:

Jim Galvin, Board Member
Marilyn Carlson
Mary Hayes
Lynn Musgraves
Virginia Phelps
Sue Rausch

Policy:

M.J. Thomas, Board Member
Julie Jackson
Linda McLaughlin

Electronic Communications:

Cheryl Lee, Board Member
Wanda Fischer, Data Maintenance
Julian Thomas

**Rivers Run
Community Members on the Move
Since 2020 Annual Meeting**

New Residents

- 101 - Anthony Santelli and Susan Murray
- 102 - Greg Robbins and John Birk
- 103 - David and Cheryl Honsberger
- 301 - Paul Levitt
- 604 - Ann Dwyer
- 802 - Bob and Barb Lindholm
- 901 - Xiuli Gong Jackson
- 1201 - Michele Mayernik and Michael Horyczun

Members Who Moved Out

- 802 - William Stong
- 1201 - Thomas and Shelby DeJong

**Rivers Run Community Members
Since 2020 Annual Meeting**

In Memoriam

203 - Leo Nabor
604 – Jean Dwyer
1001 - Marjorie Brent
1801 - Natalie Weinstein

Rivers Run Social Event Contact Persons

RR Newsletter - Ginny Phelps

Book club - Jim Galvin

Bridge – Lynn Musgraves

Cribbage - Cheryl Lee

Dinner, Brunch and Ice Cream Outings - Marilyn Carlson

Euchre – Bob and Barb Lindholm

Ladies Needlework group – Need Volunteer

Lawn games – Need Volunteer

Men's Breakfast – Jim Galvin

Poker – Need Volunteer

Rivers Run Board Summary of Activities

- Balanced 2020 Budget
- Calculated a 2021 & 2022 Budget
- RR HOA budget forecast, Reserve fund reviewed, continuous monitoring and updating of the actual 2020-2021 budget,
- Renewed bids and secured contract –
 - Magic Plowing - 2-year contract (2021\2022 & 2022\2023)
 - HOA Insurance
 - Birchcrest Tree and Landscaping – 1 year contract
 - ◆ Tree Maintenance – Pruning, Tree and Shrub Health Care
 - ◆ Chemical & Fertilization
 - ◆ Retention Ponds banks
 - GJ Romig Summer Maintenance contract (negotiated in Nov 2020 for 3-year contract – Summer 2023)
- Various development road work; hot crack seal; road gutter curb box\grate repair, damage to cul-de-sac pavement
- Traffic Signs installed: Private Drive (Fairwood Dr going west) & RR Parking Only (parking spaces across from 1800)
- On site meetings and walk arounds with various contractors to discuss and review work to be done and answer questions on work being done – Retention ponds, yearly maintenance inspection of buildings\grounds, ground maintenance crew, Crofton, general contractors
- Reviewed and expensed 43 “work orders” submitted by residents totaling \$6,910
- Working with the project building contractors and RR Holding to repair 1701 curb box, meter board behind bldg. 600, unit 100, 800 & 900 drainage issues and lawn reseeding
- Finalized Sponsor’s (RR Holding) Obligations – collected \$17,000
- Created, distributed, compiled the 2021 landscaping forms and communicated to GJ Romig
- Reviewed and responded to 16 variances
- Responded to individual problems, issues and requests
- Assisted the Monroe County Sheriff’s office with vandalism issues
- Work with Greenwood Cove management team and RIT to strengthen\improve relationship
- Chair and participate in HOA committees for: social activities, buildings and grounds, hospitality and policy

**RIVERS RUN HOMEOWNERS ASSOCIATION
BUDGET
January 1, 2022 to December 31, 2022**

58 units

Proposed
Budget
2022
58 Units
(\$345/mo)

Estimated Y/E
Actual Budget exp
2021
58
(\$325/MO)

Budget
2021
58Units
(\$325/MO)

INCOME

HOA fees	\$345	\$ 240,120	\$ 226,200	\$ 226,200
Late fees / Insurance				
Cable/Internet fees	\$73	\$ 50,808	\$ 50,808	\$ 49,933
Interest				
Total Income		\$ 290,928	\$ 277,008	\$ 276,133

EXPENSES

Audit		\$ 1,600	\$ 1,650	\$ 1,500
Building/Repairs/Supplies		\$ 16,000	\$ 13,000	\$ 13,000
Cable / Internet		\$ 50,808	\$ 50,808	\$ 49,933
Landscape Reserve (homeowner)		\$ -	\$ -	\$ -
Electric		\$ 3,000	\$ 2,600	\$ 5,300
Fertilization		\$ 5,500	\$ 4,700	\$ 5,000
Hospitality Committee		\$ 500	\$ 500	\$ 800
Corporation Tax		\$ 500	\$ 500	\$ 500
Insurance		\$ 25,000	\$ 23,800	\$ 23,800
Legal		\$ 7,000	\$ 8,000	\$ 5,000
Management	\$19/Unit plus tax	\$ 14,262	\$ 14,262	\$ 14,282
Office Expense		\$ 1,900	\$ 1,750	\$ 1,750
Tree maintenance & landscaping		\$ 17,981	\$ 18,000	\$ 18,000
Real Estate Tax		\$ 5,000	\$ 4,000	\$ 5,000
Refuse		\$ 10,525	\$ 9,800	\$ 10,000
Snow		\$ 35,000	\$ 32,000	\$ 34,000
Summer		\$ 55,000	\$ 55,000	\$ 57,000
Total Operating Expenses		\$ 249,576	\$ 240,370	\$ 244,865
Transfer to Reserve		\$ 39,435	\$ 29,205	\$ 30,798
TOTAL BUDGET		\$ 289,011	\$ 269,575	\$ 275,663
OVERAGE/SHORTFALL		\$ 1,917	\$ 7,433	\$ 470

Rivers Run Homeowners Association
NOTES TO BUDGET
January 1, 2022- December 31, 2022

INCOME:

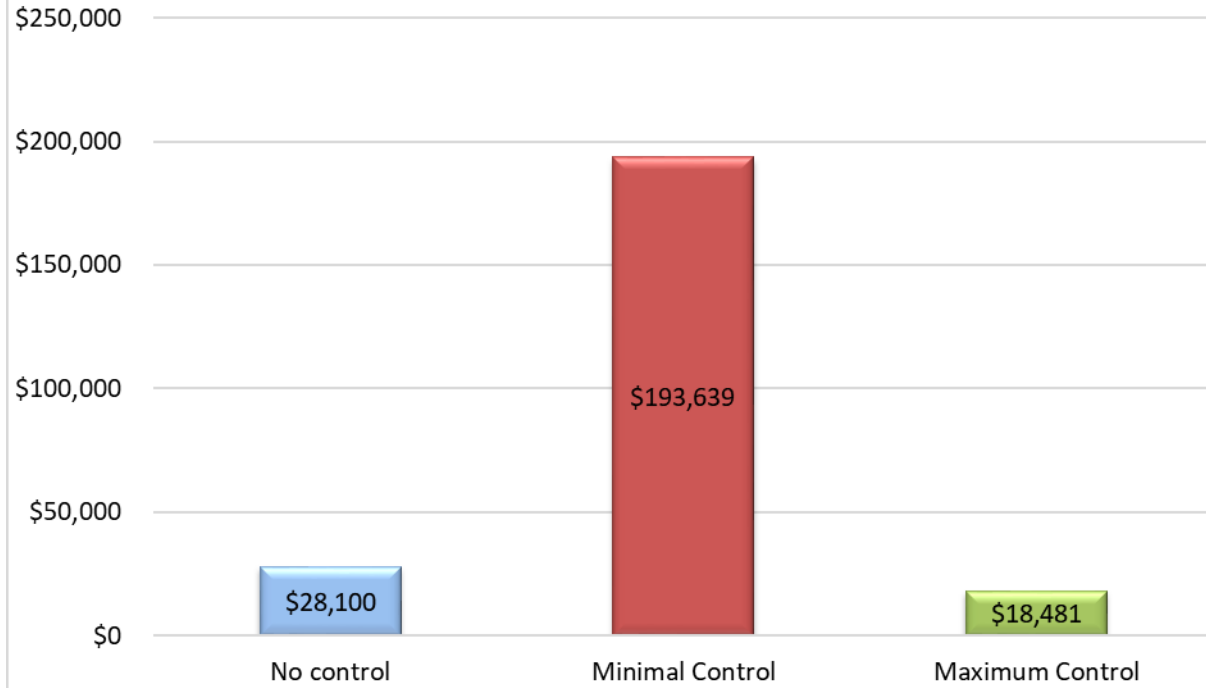
HOA Maintenance Fees: \$345/month/unit (\$20/month/home increase).	\$240,120
Time Warner Cable / Internet	\$ 50,808
Total Income:	\$290,928

EXPENSES:

Audit	Annual HOA audit and tax preparation (Bonn, Dioguardi, Ray).
Building repairs	Light maintenance of gutters, roofing, steps, street lights and other exterior maintenance for which the HOA is responsible.
Cable / Internet	Spectrum Bulk Rate contract
Electric	RG&E: to power street lights.
Fertilization	Birchcrest: fertilizer, weed & lawn insect control.
Hospitality	Welcome gifts for new homeowners, meeting snacks.
Corporation tax	HOA non-profit corporation tax.
Insurance:	Travelers Indemnity Company is the policy holder. Covers Association buildings & common area, as well as umbrella policy. Cincinnati Insurance Company is the policy holder for the Director/Officer coverage.
Legal	Harter Secrest & Emery LLP, Attorney at Law
Management	Year 3 of 3 Crofton Associates: property maintenance. (01/01/2020 - 12/31/2022)
Office expense	Copies, mailings, flyers, etc.
Painting	
Real Estate Tax	County/Town/School taxes.
Trash removal	July' 22 w/Suburban Disposal, 1 year term
Snow removal	Year 1 of 2 with Magic Plowing (2021-2022 & 2022-2023)
Lawn maintenance	Year 2 of 3 with GJ Romig. (2021-2023)
Reserve	Savings fund for long-term big-ticket items (roads, siding, roofs).

Total Operating Expense:	\$	249,576
Transfer to Reserves:	\$	39,435
Total Budget:	\$	289,011

2022 Operational Expenses by Degree of Control



2022 Operational Expenses by Degree of Control Total Budget \$240,020

No control	Minimal Control (Required Operation Controlled by bidding)	Maximum Control (Optional but desirable)
Audit \$1600	Fertilization \$5,500	Hospitality \$500
Building Repairs \$16,000	Insurance \$25,000	Tree Maintenance \$17,981
Electric \$3,000	Legal \$7,000	
Corporate Tax \$500	Management \$14,262	
Office Expense \$1,900	Refuse \$10,525	
Real Estate Taxes \$5,000	Snow \$35,000	
	Summer \$55,000	
	Maintenance Reserve \$39,435	
	Contingency \$1,917	
\$28,100	\$193,639	\$18,481
Percent of Budget 12%	Percent of Budget 80%	Percent of Budget 8%