

# **RIVERS RUN HOMEOWNERS ASSOCIATION ANNUAL MEETING**

Tuesday, September 9, 2025 at 5:00 p.m.  
Greenwood Cove Lecture Hall



**AGENDA**  
**RIVERS RUN HOMEOWNERS' ASSOCIATION ANNUAL MEETING**  
**Tuesday, September 9, 2025, 5:00 p.m.**  
**Greenwood Cove Lecture Room and Via Zoom**

Meeting Call to Order, Format and Ground Rules (G. Robbins)

Proof of Notice of Meeting (E. O'Connell)

Determination of Quorum - Simple Majority

Approval of September 10, 2024 Annual Meeting Minutes

Welcome

- Review Annual Meeting Agenda Format (G. Robbins)
- Current Board and Committee Members (G. Robbins)
- RR Social Activities & Facilitators (M.J. Thomas)

Year Summary Reports

- Community Members Update since last meeting (M.J. Thomas)
- 2025 Summary in Review (G. Robbins)

Crofton Perdue – Eric O'Connell

Financial Report (J. Galvin and J. Michels)

- 2025 Year to Date and projected Year End
- 2026 Proposed Budget and HOA Fees
- Reserve Expenses (Long Range Planning)

Election Results Mail-In Ballot (E. O'Connell)

- Process
- Results

Board President Comments (G. Robbins)

Community Open Forum

Adjournment

# RIVERS RUN HOMEOWNERS' ASSOCIATION

## BOARD OF DIRECTORS:

Greg Robbins  
James Galvin  
Mary Jane Thomas  
James Michels  
Cheryl Lee

## COMMITTEES AND WORKING GROUPS

### Finance:

Jim Galvin  
Xiuli Jackson  
Cy Kastner  
Jim Michels

### Policy:

Xiuli Jackson  
Mary Jane Thomas

### Hospitality:

Ann Drenk  
Bonnie Nellist  
Shirley Reed  
Marty Schmitt  
Mary Jane Thomas

### Electronic Communications:

Cheryl Lee  
Michele Mayernik  
Julian Thomas

### Social:

Ellen Andrieu  
Barbara DeOca  
Linda Kraft  
Michele Mayernik  
Lynn Musgraves  
Randy & Bonnie Nellist  
Sue Rausch  
Greg Robbins

### Landscape Working Group:

Cy Kastner & Marilyn Carlson  
Barb Lindholm  
Michele Mayernik  
Jim Michels  
Shirley Reed

## **Rivers Run Social Event Contact Persons**

Book Club – Jim Galvin

Bridge – Facilitator needed

Craft Group – Shirley Reed

Dinner, Brunch and Ice Cream Outings – TBD by event

Euchre – Facilitator needed

Fridays in the Park – Shirley Reed

Ladies Lunch Bunch – Claire Gnazzo

Men's Breakfast – Jim Galvin

Poker – Facilitator needed

RR Newsletter – Barbara DeOca

# Rivers Run Community Members Update Since 2024 Annual Meeting

## New Residents

601 – John and Marcia Westby  
1102 – Art and Arlette Smith  
1703 – Brendan and Christina McDonald  
1801 – Al and Adair Jensen

## Members Who Moved Out

1703 – Carol Buckley  
1801 – Fred Weinstein

## In Memoriam

601 – Wanda Fischer  
1102 – Linda McLaughlin

# Rivers Run Board Summary of Activities

## **Budgets/Financial**

Balanced 2024 Budget

Calculated projected 2025 & 2026 budgets, reviewed long-term budget forecasts

Approved Budget for 2025

Raised HOA fees \$8/month from \$405/month to \$413/month to cover increased costs

Conducted Annual Audit

## **RR Campus**

Road Dedication to the Town of Henrietta

Amazon Delivery Issues

Dryer Vent Cleaning: A Cleaner Image

Fireplace Cleaning: Miller Brick

Annual Walk-Around -Eric, Cheryl and Greg

Frontier fiber-optics

## **Variances/Work Orders**

Reviewed and expensed "work orders" submitted by residents or as a result of the annual maintenance walk around

Reviewed and responded to 11 variance requests

Responded to individual problems, issues and requests

## **Requested bid proposals and awarded contracts**

J. Gelb – CTA Compliance completed, Annual Audit/Review

Clean and Green to clean gutters, completed in December

Zoom - one year's access

Spray and Forget on mossy roofs

Hallman contractors inspected the roofs and created a report. We're currently looking at Crofton to do a roof inspection, as well.

Plant Concepts - brush hogging

True Green - fertilization and weed control

Clean and Green - power washing

Our Spectrum contract expires in 2026 and we're currently looking for proposals from Spectrum and Frontier as to what they will offer our community.

## **Committees:**

Chair and/or participate in HOA committees and working groups

Ongoing updates to website ([riversruncottages.com](http://riversruncottages.com), password: RRHOA)

**Rivers Run Homeowners Association  
Property Manager's Information**

**CROFTON PERDUE ASSOCIATES, INC.**

111 Marsh Road - Suite 1

Pittsford, New York 14534

Phone: 585.248.3840

Office Hours: Monday-Friday 8:30am-5:00pm

E-mail: [Info@CroftonInc.com](mailto:Info@CroftonInc.com)

Eric O'Connell

Property Manager

E-mail: [eric@croftoninc.com](mailto:eric@croftoninc.com)

Kelly Morris

Assistant Property Manager

E-mail: [kmorris@croftoninc.com](mailto:kmorris@croftoninc.com)

**RIVERS RUN**

# Budget Overview

## Operating Expenses

- Monthly Expenses
- Estimates made Annually
  - Examples: lawn mowing, snow removal, refuse, tree maintenance

## Maintenance Reserves

- Long Term Maintenance Costs
- Detailed estimate updates usually made every 3 years
- Reviewed yearly for significant changes by Financial Committee

# Yearly Budget Determination Procedure

1. Estimate the Operations Expenses for a given year
2. Determine the Year's Maintenance Reserve Expenses & Transfer to Reserves
  - Based on long range estimates
  - Determined by HOA Board/Property Manager
3. Estimate any anticipated year-end overage/shortfalls
  - Ex. Expenses carried over from the prior year
  - Ex. December bills are important
4. Required HOA Fee determined to achieve Total Budget using 1 - 3 above

**RIVERS RUN HOMEOWNERS ASSOCIATION  
WORKING BUDGET  
January 1, 2026 - December 31, 2026**

**Proposed Budget 2026**

**Estimated Y/E  
Budget 2025**

**Approved  
Budget  
2025**

58 units <i>(2026 Fee from projected reserve)</i>	Proposed Budget 2026 58 Units (\$434/mo)	Estimated Y/E Budget 2025 58 Units (\$413/mo)	Budget 2025 58 Units (\$413/mo)
<b>INCOME</b>			
HOA fees	\$ 302,064	\$ 287,448	\$ 287,448
Late fees / Insurance			
Cable/Internet fees \$73/month	\$50,808	\$ 50,808	\$ 50,808
Interest			
<b>Total Income</b>	<b>\$ 352,872</b>	<b>\$ 338,256</b>	<b>\$ 338,256</b>
<b>EXPENSES</b>			
Audit	\$ 2,000	\$ 1,929	\$ 1,800
Building/Repairs/Supplies	\$ 20,000	\$ 16,500	\$ 16,500
Cable / Internet	\$ 50,808	\$ 50,808	\$ 50,808
Electric	\$ 2,200	\$ 2,000	\$ 2,000
Fertilization (Lawn health care)	\$ 2,600	\$ 2,700	\$ 5,000
Hospitality Committee	\$ 350	\$ 500	\$ 500
Corporation (Income) Tax	\$ 2,000	\$ 5,334	\$ 4,500
Insurance	\$ 30,000	\$ 27,652	\$ 27,652
Legal	\$ 3,000	\$ 5,000	\$ 3,000
Management Company	\$ 16,000	\$ 15,000	\$ 15,750
Office Expense	\$ 2,400	\$ 2,000	\$ 2,200
Tree maintenance & landscaping	\$ 14,000	\$ 16,000	\$ 16,000
Real Estate Tax	\$ 3,500	\$ 3,500	\$ 3,500
Refuse	\$ 15,000	\$ 14,036	\$ 14,036
Snow	\$ 28,000	\$ 36,500	\$ 35,000
Summer (Lawn & Bed care, Ponds, Tree & Shrub Replacement)	\$ 69,500	\$ 66,000	\$ 69,500
<b>Total Operating Expenses</b>	<b>\$ 261,358</b>	<b>\$ 265,459</b>	<b>\$ 267,746</b>
Transfer to Reserve	\$ 90,546	\$ 73,140	\$ 73,140
<b>TOTAL BUDGET</b>	<b>\$ 351,904</b>	<b>\$ 338,599</b>	<b>\$ 340,886</b>
<b>OVERAGE/SHORTFALL</b>	<b>\$ 968</b>	<b>\$ (343)</b>	<b>\$ (2,630)</b>

**Total Income from  
HOA Fees & Cable/Internet**

**Total Operating Expenses**

**Transfer to Reserve**

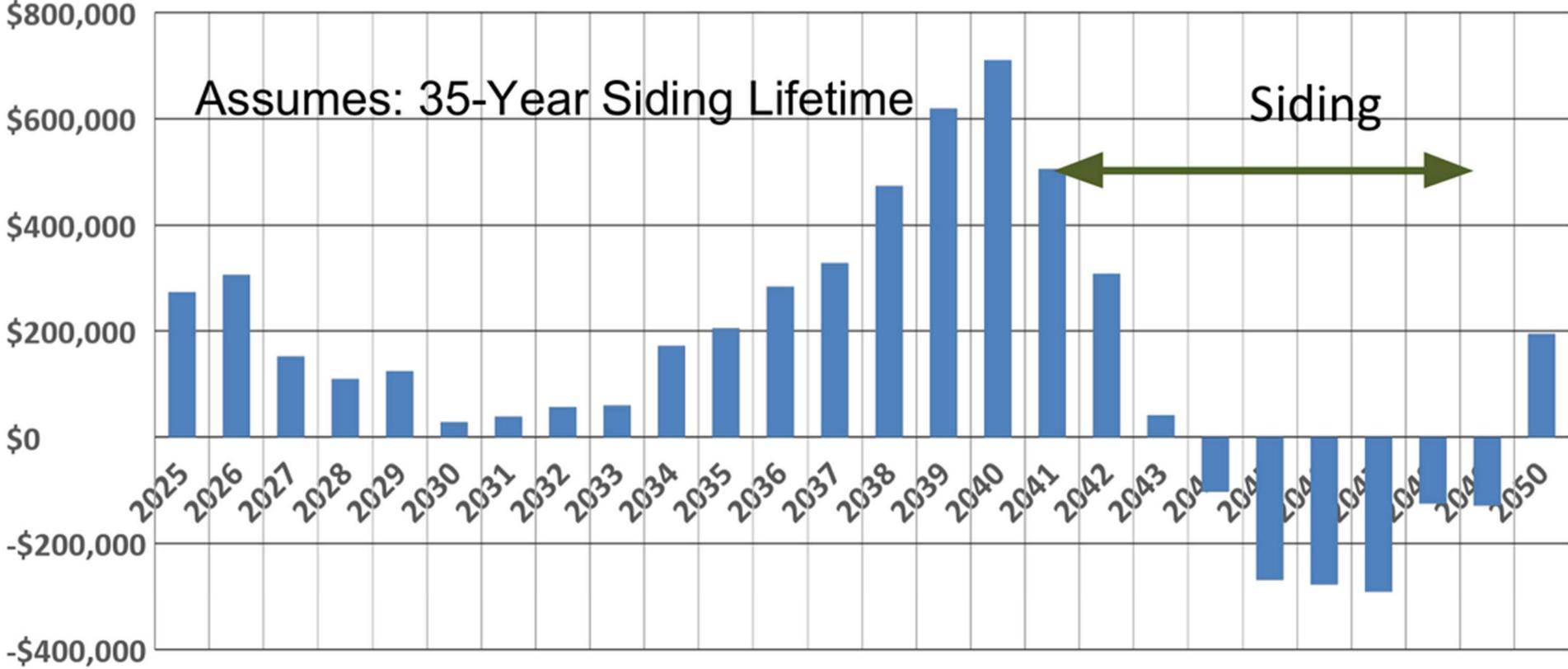
**Total Budget**

**Overage/Shortfall**

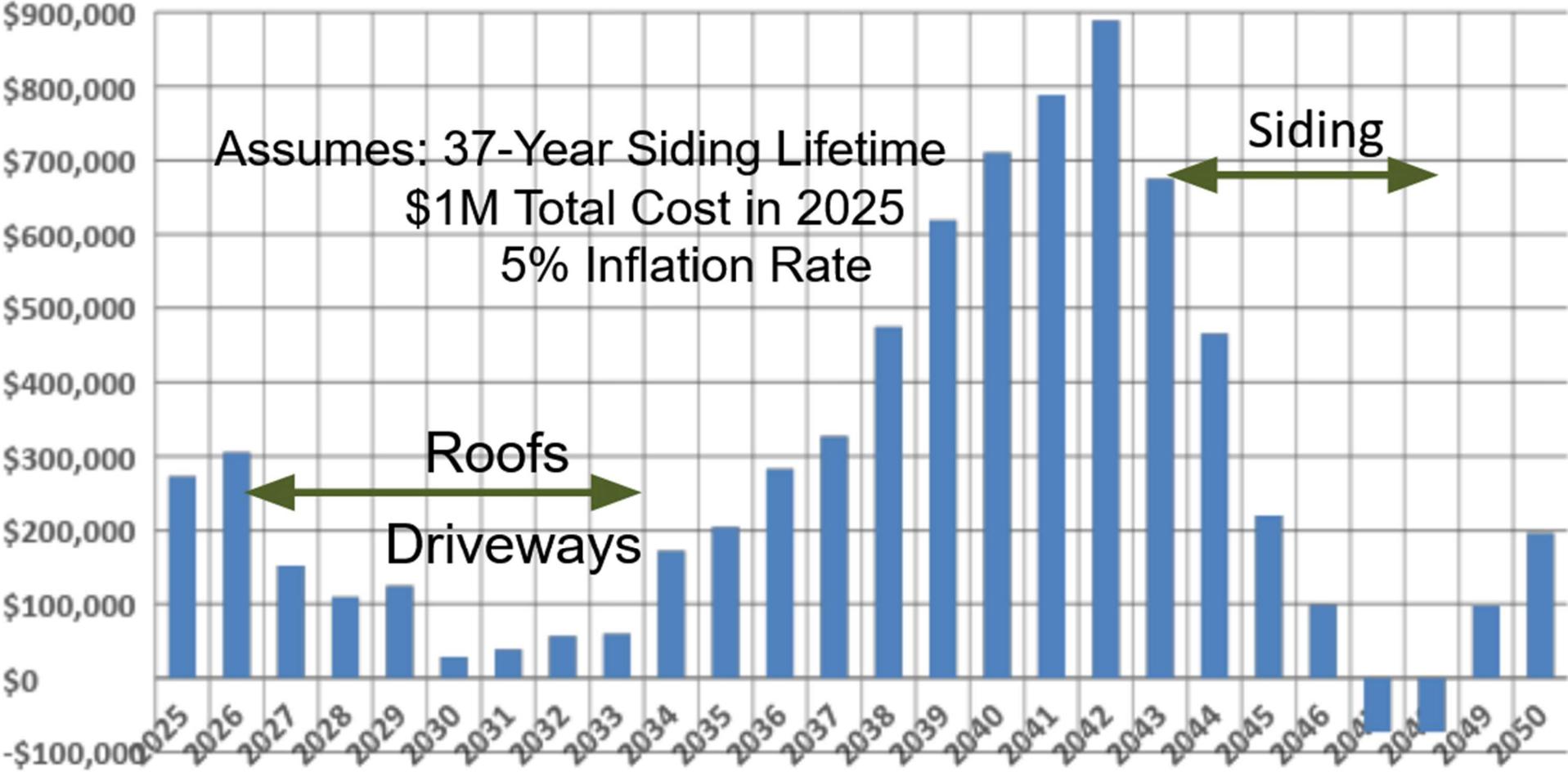
## Supplemental Income

CD	Rate	Maturity	Interest
\$75K 12 mo. M&T	4.25%	5 Sept 2025	\$3188
\$100K 17 mo. CNB	4.09%	14 Jan 2026	\$5794
\$75K 17 mo. CNB	4.09%	23 Feb 2026	\$4346

# Maintenance Reserves Expenses (2025-2050)



# Reserve Estimates (2025 - 2050)



# Maintenance Reserves Expenses (2025-2035)

Actual

Estimated



	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Roof Expenses		\$56K	\$183K	\$131K		\$144K	\$68K	\$83K	\$88K		\$82K
Driveways			\$60K		\$70K	\$51K	\$17K				
Main Rd. (Resurface)	\$106.5K										
Road Gutters											
Paint/Staining				\$6K	\$8K	\$6K	\$6K	\$7K	\$9K		\$9K
Sidewalks		\$1.2K			\$9K		\$9K		\$9K		\$9K
Siding											
Gazebos											\$6K
Landscaping		\$3K									
Miscellaneous	\$3K	\$3K	\$4K	\$4K	\$4K	\$4K	\$4K	\$5K	\$5K	\$5K	\$5K
<b>Total Expenses</b>	<b>\$110K</b>	<b>\$63K</b>	<b>\$250K</b>	<b>\$144K</b>	<b>\$94K</b>	<b>\$208K</b>	<b>\$107K</b>	<b>\$105K</b>	<b>\$127K</b>	<b>\$124K</b>	<b>\$109K</b>
<b>Ending Balance</b>	<b>\$273K</b>	<b>\$305K</b>	<b>\$152K</b>	<b>\$109K</b>	<b>\$124K</b>	<b>\$28K</b>	<b>\$39K</b>	<b>\$57K</b>	<b>\$60K</b>	<b>\$172K</b>	<b>\$205K</b>