

# Riverwatch Tower Condominium Association

## Board of Trustees Meeting

### Minutes

3/19/19

5:30pm

NAME	EMAIL	PHONE	TERM ENDING
Hua Wang, Trustee	Huawang091992@gmail.com	614-886-5102	2021
Kathie Harper, Trustee	khrper@gmail.com	614-451-3835	2020
Francia Jenks, Trustee	francie@core.com	614-440-8500	2020
Jason Benedict, Treasurer	benedict.67@osu.edu	614-578-0311	2022
Hank Carpenter, Secretary	hank.carpenter@cbre.com	419-618-7976	2020
Ja'Nel Siefert, Trustee	tsiefert@columbus.rr.com	614-746-2203	2022
Jeff Starman, Trustee	jstarman@wickfieldproperties.com	734-845-6723	2021
Jeff Lee, Trustee	jlee@jwlr.com	614-439-3050	2022
Chuck Matthews, Trustee	chuckmatthews@att.net	614-488-4414	2021
IN ATTENDANCE		VIA PHONE	ABSENT
Hua Wang	Chuck Matthews	Susan Jarrell	
Kathie Harper		Jeff Lee	
Francia Jenks	Janu Saiduddin		
Jason Benedict	Eve Karnitis		
Hank Carpenter	Alek Siitam		
Janel Siefert			
Jeff Starman			

1) Call to order and Roll call:

2). Comments from Members, total session limited to 30 minutes

Eve Karnitis –

Fiduciary duty to serve owners, asked board to sign a conflict of interest form. Jeff Lee in his BIO said he wants to see a building or a hotel at Riverwatch. Eve's opinion is that that could be good, but need to consider unit owners, and unit owners need to be considered and included in that plan.

Whatever is going to be done, all owners must share in the profits

When there is an upgrade done by Jeff for his units, can other owners be included in that.

Jeff Starman – Board's responsibility is to entire association which encompasses all ownership.

Jeff Lee – All Eve's requests will be explained and will be out in the open. Not part of the special assessment

3). Nomination of Officers

If anyone wants to step into an officer role, please think about offering up the

4). Notice of Committees (need two or more people per committee)

Newsletter

Capital Spending (Building Upgrades)

5). Voting for Officers of Board

Plan is to do board meetings every other month. 4<sup>th</sup> Tuesday of every month. Hank to set schedule. Start at 5:30 and all meetings end at 7:30

6). Board Meeting Schedule for 2019

7). Association Management 2019

8). Property/Rental Property Management for 2019

9). Executive Session: (legal issues, rule violations, delinquencies, and formation of contracts)

10). Approve past meeting minutes

Minutes from 2/6/2019 are approved unanimously

#### 11). Financial Report:

Once reserve waiver is completed we will be able to finalize year end budget.

We can circulate monthly statement for February.

#### 12). Property Management Report:

Everything is leased currently or under contract to be leased

Three properties in the area (516 units) that are currently under construction in the immediate area

Riverwatch Rents are essentially in the middle of the road for the market

Advertising with apartments.com and are working on other avenues as well

138 units are being rented for Fall, and 50% of those units have been leased at this point

Robbin expects this to pick up in May, which is typical each season

Robbin will ramp up lease process even further and also helps to motivate team do the same

More units renewed this year compared to last year

Some select units have seen rent growth but otherwise there has not been rent growth. Flat for 2019.

From Maintenance perspective – everything is currently under control. No leaks. James is taking a vacation in April before turn season. In May, two extra employees will be brought on to help with the busy turn season.

With elevator situation, transportation will be difficult, unfortunately we will be down an elevator during turn season, we will need to be proactive with a plan to make this as minimal of an issue as possible. However it is reasonable to expect hardship.

Residents and owners have all been alerted of the start date of the elevator project.

Kathie – Motion to start the stairwell project (rubber treads on the ground and painting), this will make the elevator project less of a bother since the stairwells are not in great condition currently and it will be better for potential tenants.

Chuck Matthews – Second the motion

All approve

13). Old Business:

Waive Condo Increase For Reserves – Board going to more accurately explain the reserve waiver so Owner's fully understand the decision and we will revote.

Giving Owner's 30 days to vote once we re-send this out. Goal is to recirculate by the end of March. So we will have it answered by end of April.

Special Assessment –

Special Assessment has been about 85% paid.

Elevator –

First car will be coming in on March 25<sup>th</sup>, but material is moving in as early as March 20<sup>th</sup>.

Cell tower –

Received updated report from Verizon with new plans, and are also in discussion with a couple other groups to get free info. Main complaint with current cell towers is the current aesthetic of the cell towers and Telecom Lease Advisors (one of the other groups) said that there are potential solutions to the aesthetics.

Check in to see if there is possibility to do a separate tower all together. Might not be possible because of existing zoning code, but it is worth checking with Brian at Telecom Lease Advisors.

Possible to upgrade the aesthetic. Jeff to connect with CEO

Newsletter –

Roof – Time to start soliciting bids for the roof after this winter. Get 3 bids. Want to have it assessed to know both cost of replacement or just repair. And lifespan of existing roof.

Bids for recycling –

Completed. Trash removal system was put in place.

Indoor bike room –

14). New Business:

Stairway Update –

Owners Requesting Bids for Fire Pump and Elevator --

Assess Late Fees For Special Assessment Payment? --

North Campus Consent Letter Signature --

Order of operations for communication --

Robbin to send Hank all communications. Then it is Hank's responsibility to communicate all issues to the board. This should make communications more streamline for Robbin. Hank to provide a deadline to the board on all emails.

RFP -- To investigate property management assistance for Robbin

Fee Schedule -- Review and see how that fits into program. We are underbilling for James work in the building

Schedule a Property Management meeting for Jeff Lee, Jeff Starman, Robbin Culbertson, Hank Carpenter

Open to board for any new  
business: \_\_\_\_\_

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7.) Next meeting date: scheduled for 5/28/19 at 5:30

8.) Adjourn:

Hua Wang motion to end the meeting. Hank Carpenter Second. All Approve.

The foregoing minutes approved by the Board of Directors on: 5/28, 2019

Hank Carpenter, Secretary

Date:

9/6/19

Notes: