

RIVER EDGE HOMEOWNERS ASSOCIATION, Inc.
BOARD OF DIRECTORS MEETING
MINUTES – 28 Niagara Shore Drive
07/13/2026

PRESENT

Board Members: Anne Duggan, Bill Strassburg, Jerry Hathaway
Management: Joe Urbanczyk, Towne Housing Real Estate

Call to order: President Jerry Hathaway called the regular Board meeting to order at 2:03 p.m.

AGENDA

Anne made a note to add the following items to the agenda: Deck Loan; River Edge sale lien; Awnings; Driveway sealing; Landscaping for Units 4-16; and Roof maintenance for units 132-160. A motion was made by Jerry to approve the agenda, as amended. Bill seconded. Approved.

MINUTES

The minutes from the 06/08/26 Board Meeting were reviewed. A motion to approve the minutes was made by Anne, seconded by Bill. Approved.

FINANCIALS

The 12th month (6/30/26) Financials were reviewed. As of 6/30/26, total assets were \$531,795; cash on hand was \$515,898; and, total reserves were \$402,340. We ran a slight positive net income for 2025-2026 fiscal year.

Of note: the unit that was still substantially delinquent in monthly fees and assessments has been sold, and all monies owed the HOA will be paid upon closing.

Additionally, Jerry moved \$85,000 from M&T Savings account into a 6-month CD there, at 2.75%. We have access to other ready cash should the need arise. We now have four CD's as follows:

Northwest #1 – about \$46k exp 9/23/26 (3.5%)

Northwest #2 - about \$68k, exp 5/27

M&T #1 - about \$252k, exp 2/18/27 (2.47%)

M&T #2 - \$85k, exp 12/17/26 (2.75%)

A motion was made by Bill to approve the financials; Anne seconded. Approved.

ACTION ITEMS: NONE

RESPONSIBILITY:

ADMINISTRATIVE AND LEGAL UPDATES

1. Trees at #24 and #161 – AJ's Tree Service was out on 7/9 to assess trimming and removal at #24 and trimming at 161. The Board approved this work to be performed as soon as possible.

ACTION ITEMS: direct AJ's to proceed with work

RESPONSIBILITY: Joe

2. Fairwood/Towne Housing Acquisition – awaiting correspondence from Towne Housing that is to be issued to all unit owners.

ACTION ITEMS: Issue acquisition correspondence to unit owners as soon as transaction complete.

RESPONSIBILITY: Joe/Towne Housing

3. Landscaping Issues – the Board discussed at length the displeasure with SJD on multiple fronts. The scheduling of mulching/trimming/edging was extremely problematic, as edging was completed after the other two tasks were performed. This resulted in removal of almost ½ of the existing mulch. Joe will talk with SJD about replacement of mulch. Additionally, the Spring rains caused explosive growth of shrubs, which should have been addressed long before early July. We are continuing to monitor their service and will consider obtaining quotes from other providers if necessary.

ACTION ITEMS: talk with Sean asap re replacement of removed mulch

RESPONSIBILITY: Joe

4. Gutters – Build #2 having issues with clogged piping/downspouts on water side. Will have Superior Plumbing scope, assess, and repair.

ACTION ITEMS: Contract with Superior for work asap

RESPONSIBILITY: Joe

5. Website – awaiting official correspondence issuance from Towne Housing re acquisition so that website updates can be made.

ACTION ITEMS: NONE

RESPONSIBILITY:

6. Deck Loan – Bank of Holland Loan has an option to renegotiate after 5 years (May of 2028). Towne Housing accounting and HOA Board to keep on calendar as a reminder to talk with Bank a few months prior.

ACTION ITEMS: put on Towne Housing and HOA calendars for August 2027 to have initial conversation with Bank

RESPONSIBILITY: Joe/Ane

7. River Edge sale lien – see Financials above

ACTION ITEMS: NONE

RESPONSIBILITY:

8. Awnings – Joe to finalize list of awnings to be replaced for 2027 season, and issue letters to unit owners.

ACTION ITEMS: Issue letters to unit owners re awning replacement

RESPONSIBILITY: Joe

9. Driveway sealing – prepare list of units to be sealed this year and notify owners.

ACTION ITEMS: issue notices

RESPONSIBILITY: Joe

10. Landscaping units 4-16 – Landscaping replacement of lawn areas dug up during Overlook Project by City’s contractor is unacceptable. Bill advised that the Overlook Project is not fully complete yet, and that City is aware of our concern. We will hold off on pursuing other options until City advises us of further action.

ACTION ITEMS: NONE

RESPONSIBILITY:

11. Roofs 132-160 – some maintenance for loose/missing shingles and missing chimney caps to be performed, as approved by Board. Note also to keep roofs on the agenda and to obtain 2027 “rough” estimate and continually assess condition.

ACTION ITEMS: contract with vendor to perform repairs asap

RESPONSIBILITY: Joe

Roofs - this item will continue to be present on the agenda, as Joe will be casually inquiring of current costs for replacement. AS mentioned at last meeting, this work is not imminent, and is

tentatively scheduled to begin in 2028, on a rolling basis (oldest roofs first year, etc.). The Board will be hiring roofing consultant Gary Browne in the Spring of 2027 to re-assess the condition of the roofs to determine if our timing is accurate.

ACTION ITEMS: NONE

RESPONSIBILITY:

12. Website – Will update once Towne Housing acquisition complete.

ACTION ITEMS: NONE

RESPONSIBILITY:

MAINTENANCE

Landscape/Snow Discussion – trimming and edging of the beds to commence week of 6/8/26.

ACTION ITEMS: NONE

RESPONSIBILITY:

UNFINISHED/NEW BUSINESS

ACTION ITEMS: NONE

RESPONSIBILITY:

COMMUNICATIONS

Two reminders:

- The Board asked Joe to be more consistent with timely responses and follow-up on resident requests/inquiries. In 2023, a 72-hour response time window was set, and this is not always followed.
- Joe U. must cc HOA Board members on all written or electronic communications issued on behalf of the HOA.

The next Board meeting will be held on 07/13/26 at 2:00 p.m. at 28 Niagara Shore Drive (subject to change).

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There being no further business, Anne made a motion to adjourn the Board meeting at 3:35 p.m.
Bill seconded. Approved.

Respectfully submitted,

Anne Duggan
Board Secretary

Responsibility key:

Joe
Jerry
Bill
Anne