

✓ 7-14-17

RIVERWOOD PLANTATION HOMEOWNERS' ASSOCIATION, INC.
Board of Directors' Meeting Minutes
July 13, 2017

Call To Order: The Riverwood Plantation Homeowners' Association, Inc., Board of Directors' Meeting was called to order by M. Bishara, at 7:00PM at the Riverwood Clubhouse, Port Orange, Florida.

Roll Call:

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|---------------|----------------|---------|
| Magdi Bishara | President | Present |
| Douglas Lynch | Vice President | Absent |
| Jim Bowyer | Treasurer | Present |
| Ted Powers | Secretary | Present |
| Henry Marcley | Director | Absent |
| James Shriner | Director | Present |

Board Vacancy: John Russo, President of Greenbriar HOA, was present and expressed interest in serving on the Riverwood Board. Members were asked to consider and prepare for an appointment at upcoming meeting.

Approval of Agenda: Motion made by J. Bowyer, seconded by J. Shriner, to approve the agenda as presented; motion carried.

Minutes: Motion made by J. Bowyer, seconded by T. Powers, to waive the reading and approve the Minutes of June 15, 2017; motion carried.

Status of Accounts: J. Bowyer, Treasurer, provided the following written reports:

*Balance Sheet Previous Year Comparison (6/17). Statement of Revenue and Expense (01/17-06/17). Statement of Cash Flows (01/17-06/17).

*Items such as \$1,300 for clubhouse parking and \$2,000 for entryway lights will be reflected on July statements.

*2 additional A/C units were purchased for the clubhouse. Motion made by J. Bowyer, seconded by J. Shriner, to approve the A/Cs purchased and installed in the amount of \$10,600; motion carried. At this time, all 3 AC units have been replaced at the clubhouse.

*Collections: There are 2 foreclosure properties, 1 large amount was recently collected, negotiations are occurring with legal assistance, 1 account remaining with an Alliance balance, and 1 foreclosure pending outcome of title search and further approval from the board.

*Draft 2018 budget/worksheets have been forwarded to Board members and individual meetings are being scheduled.

*Written financials are provided by the Treasurer at the board meetings and can also be found on the association's website www.riverwoodplantationfl.com.

Association Manager's Report: Written report provided to the board (06/17). 2018 Proposed Board/Budget/Annual Meeting Dates and Mailer Requirements provided to the board for review.

ARC Committee/Report(s): Written and verbal report was provided for recent ARC approvals. 7 applications were reviewed within the past month. Resolution Committee was asked to review 6204 Yellowstone color samples and it appears to be the correct color provided. M. Bishara volunteered to visit owner to request the trim be re-painted. 1 owner was asked to provide more subdued colors,

agreed to do so, and project was approved. Management recently had Sherwin Williams provide a free binder which included color examples from within the community. Board/ARC to review same and determine which should be placed upon the website for assistance to owners. ARC was concerned that at times an owner chooses a color but without sample being painted the final outcome is not always concurrent with what was approved. Suggestion was to ask owners to paint a small sample on the property prior to final approval. Owners are reminded that ARC approval is required for any exterior modifications and/or improvements.

*Resolution-Fine Committee/Report(s): J. Frost provided written violation report and follow up property inspections are scheduled for beginning of next week. 6227 Poplar Grove, 6231 Poplar Grove, 6213 Ranier Circle, 6204 Yellowstone, and 6241 Yellowstone were previously noted by resolution committee as repetitive violation properties and Management forwarded 30 day certified notices to 4 (1 failed to have 3 prior letters and was forwarded same for precedence) to correct issues or receive fines and/or legal expenses to be paid by owner. 1 unit is in progress of remedy and has been approved for painting project. 1 unit is in foreclosure. M. Bishara and T. Powers advised management to return to fining procedure. Management requested guidelines from the association that concur with the updated 2016 statutes. At this time, no files are to be sent to legal. M. Bishara received correspondence from owner of 6188 Yellowstone that they will be replacing the palmettos in common areas that were inadvertently cleared and owner of 6175 Knotty Pine that the residence was being listed for sale. M. Bishara requested board to consider mowing lawns of units in need and invoicing owners. Member present suggested requesting City assistance with unkept properties. It was noted that the City is assisting.

Unfinished Business:

Entryway Lighting: J. Shriner reported the lights have been installed at the entryway/waterfall (1st phase of lighting project previously approved). Members were asked to report if they are satisfied with the current 7W or would prefer 10W.

RV Drainage: Previous motion made in the amount of \$6,593 to grade and correct drainage at the RV Drainage. City of Port Orange Engineer and Samsula Demolition are scheduled to meet the following Wednesday. Owners will be asked to relocate their stored items at their properties for approximately 1 week during the project. Volunteers will be needed to reset the marking posts.

River Pointe Sign: Lighting and irrigation have been completed and landscaping is pending. This is a result of an insurance claim and all expense are being reimbursed to the association.

Community Signage/25 mph signs/Pool Signs (D. Lynch not present): Management provided new pool sign proposals per board request(s) (\$505). With pending fencing/gate/lock project, signs are not to be ordered at this time.

Pool Plumbing Fixtures: M. Bishara/H. Marcley visited a local supplier whom provided a wholesale proposal of \$2,019 to include, but not limited to, faucets, Sloan valves, toilets, and shower heads. Board members were asked to review for further discussion.

Clubhouse Parking Roadway Re-Sealing/Re-Striping: Completed.

Pending Litigation: M. Bishara reminded those present that he is not an attorney and is only reporting to the best of his knowledge. An offer of settlement was made to SableCove (SC), however, it was

rejected. SC has spent approx. \$10,000 in legal just in 2017. SC forwarded email advising that their ARC was dissolved. M. Bishara/T. Powers to review this issue and provide a response, possibly via legal, to insure that this is concurrent with the associations' CC&Rs.

Open Items: River Park Center Island – Awaiting costs. Park Clean up (hurricane debris) – Awaiting costs. Communication with Port Orange regarding clean-up of Palmas Bay Swale – Management forwarded citizens connect to City and is awaiting response. M. Bishara to follow up as well due to prior commitments made by the City previously.

New Business:

Pool Fence/Gate Replacements/Locks: J. Bowyer requested board opinion on replacing or removing gate between pool and playground. Majority of board members present suggested removing. There is currently \$3,400 in reserves for the chain link fencing and \$6,600 for the aluminum. Remaining amounts would be paid thru operating funds. Scope is being prepared for work needed.

Dock Repairs – Engineering/Scope: M. Bishara provided a proposal from Coastal Waterway Services, LLC, in the amount of \$2,000 to provide engineering, scope and bidding process for the dock as well as assist with filing for any state/federal/city licenses. Negotiations pending on pricing for this service.

RV Storage/Clubhouse Reservation Forms: No discussion.

Greenbriar – Irrigation: Motion made by T. Powers, seconded by J. Bowyer, to approve Greenbriar's installation of a new/replacement well currently located in Riverwood common area with agreement that it will be better maintained than previously done; motion carried.

Resident Participation/Board Remarks:

*L. Powderly was present and requests the cul-de-sacs in Phase 1 be addressed. Suggestions were made such as zero-scaping and irrigation voluntarily run from neighbors' properties.

*Greenbriar is having overnight parking issues and owners should contact their management company regarding same (SSMG).

Next Meeting: August 10, 2017

Adjournment: Motion made by J. Bowyer, seconded by T. Powers, to adjourn the meeting (8:25PM); motion carried.