

RIVERWOOD PLANTATION HOMEOWNERS' ASSOCIATION, INC.
Board of Directors' Meeting Minutes
June 15, 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:

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

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 J. Shriner, to waive the reading and approve the Minutes of May 18, 2017; motion carried.

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

- *Balance Sheet Previous Year Comparison (5/17). Statement of Revenue and Expense (01/17-05/17). Statement of Cash Flows (01/17-05/17).

- *Ahead of budget (But noted that expenses change on a daily basis).

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

- *2018 Budget Planning: As in past year, meetings will be scheduled with each board member individually. Following said meetings, the proposed 2018 budget will be forwarded to the membership.

Association Manager's Report: Written report provided to the board (05/17). Written report also provided by in-house maintenance, Fred Henderson, outlining daily, weekly, monthly, as needed and special project recently completed or ongoing (06/17).

ARC Committee/Report(s): Written and verbal report was provided for recent ARC approvals. Management and Board asked to review 6204 Yellowstone as it appears the colors approved were not utilized. Owners are reminded that ARC approval is required for any exterior modifications and/or improvements.

- *Resolution-Fine Committee/Report(s): L. Hoffman provided written violation report and recommendation of 5 residences that have failed to make corrections following numerous written requests. 6227 Poplar Grove, 6231 Poplar Grove, 6213 Ranier Circle, 6204 Yellowstone, and 6241 Yellowstone. Management will forward 30 day certified notices to correct issues or receive fines and/or legal expenses to be paid by owner. She reminded those present that the goal is not to fine or go to legal but rather continue to improve the community by requiring owners to adhere to the rules and standards of the community. Speedy resolution and compliance of the violations are always the best option.

Unfinished Business:

Entryway Lighting: J. Shriner provided a detailed verbal and written report detailing the original scope of the project: Improving the safety and visual appearance of the entryway by replacing the lighting of the main sign and waterfall at the main entrance, adding decorative landscaping lighting, replacing the decorative lighting in the center island, reviewing the existing street lighting, and reviewing option for lighting the sidewalk between the east end of the center island and the 4 way intersection (no power in this area). 3 proposals for the entryway were reviewed. Motion made by J. Shriner, seconded by J. Bowyer, to approve Lawn Pro in the amount of \$2000.00; motion carried.

RV Drainage: Previous motion made in the amount of \$6,593 to grade and correct drainage at the RV Drainage. Funds for the project are paid with the accumulated yearly RV/Storage rental fee income. M. Bishara is in process of meeting with City officials to confirm permitting requirements and scheduling issues with Samsula contractors. Owners will be asked to relocate their stored items at their properties for approximately 1 week. Volunteers will be needed to reset the marking posts.

River Pointe Sign: The sign has been installed. Lighting, irrigation and landscaping are completed. 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): Community signage project was tabled following hurricane and difficulties with vendors and possible increased costs due to hurricane work. New pool signs are being reviewed. A reminder to owners that alcohol is not permitted at the pool and that smoking should only occur at designated smoking area(s).

Pool Plumbing Fixtures: M. Bishara advised that proposals are being obtained and reviewed to include stainless steel.

Clubhouse Parking Roadway: Cold asphalt information was provided, however, vendors whom provided proposals did not recommend this project for a basic re-sealing/re-striping. Motion made by J. Bowyer, seconded by J. Shriner, to approve The Alternative in the amount of \$1,355 to sealcoat and repaint markings at the clubhouse; motion carried.

Open Items: M. Bishara reported on the following:

- *Pool Fence/Pool Locking: Costs estimated to replace fencing and upgrade pool locking are approximately \$17,000. Scope is being prepared to begin bidding process.
- *Dock Repairs: Reserve funding was increased and by end of 2017 an estimated \$28,811 will be available and by end of 2018 an estimated \$45,000 will be available. The project is estimated for new stringers/boards at approximately \$50,000-\$60,000 (not including posts where needed).
- *River Park Center Island: Landscaped area has deteriorated and in need of replacement and improvement. Scope is being prepared to begin bidding process.
- *Park Clean up: Branching Out tree trimming is being asked to review larger trees/limbs in need of removal. Scheduling of Embry Riddle students (and neighbor volunteers) will occur for clean-up of ground debris.
- *Communications with Port Orange regarding clean-up of Palmas Bay Swale: In progress.
- *Bridge over the river "kwai": At this time it remains a lost amenity due to high costs to replace and is not currently on the priority list. There were concerns that the area could also create a liability to the association.

*Review and possible re-write of rental agreement for clubhouse and RV lot: T. Powers is reviewing same and minor changes may be requested.

*Clubhouse AC(s): Proposals being obtained due to recent issues with front ACs.

Pending Litigation: M. Bishara reported that his report is not a legal opinion but rather informative only. The SC v. RWP and RWP v. SC lawsuits were recently successfully consolidated per court hearing. Settlement discussions are allegedly occurring. Legal costs to RWP to date are \$38,000.

New Business:

Landscaping Update: Meeting(s) occurred with landscaping vendor and several board members recently. \$200 per month was added to the current contract to include several areas that were not originally proposed, or the area itself had changed, and for additional weeding of the roadway beds. The \$10,000 hurricane clean up invoice was also reduced to \$4,000 in full settlement of the matter. Monthly meetings with landscapers is requested.

Violations/Understanding Parking on Private streets and Common grounds: M. Bishara asked owners to be reminded that parking rules within the community do not allow for any trailers, boats, and campers overnight. If there is an issue, such as mechanical, members are asked to contact management to avoid any further action. Sidewalks are for pedestrians to walk on; not vehicles to park or block. This is not only a community rule but a city ordinance as well. There are elderly and handicap residents that have difficulties when a sidewalk is blocked. Non-licensed or non-operational vehicles are not allowed. Covering the vehicle is not a sufficient remedy if the vehicle is non-operational. If the vehicle does not work, please remove it from the property. Board discussions to continue with current no overnight parking and no more than 10 hour parking. A suggestion was 12a-6a which the majority of those present at the meeting in favor of. Clubhouse overnight parking is not allowed. And, most peak periods (i.e. holidays/Bike Week), towing is discontinued as a courtesy to owners and their families.

Resident Participation/Board Remarks:

*Members present asked that the pool area, specifically the repair of the back gate, be priority for improvements.

Next Meeting: July 13, 2017

Adjournment: Motion made by J. Bowyer, seconded by T. Powers, to adjourn the meeting (8:05PM); motion carried.