

RIVERWOOD PLANTATION HOMEOWNERS' ASSOCIATION, INC.  
**Board of Directors' Meeting Minutes**  
December 14, 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
John Russo	Director	Present

Approval of Agenda: Motion made by J. Shriner, seconded by J. Bowyer, 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 November 9, 2017; motion carried.

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

\*Balance Sheet Previous Year Comparison (11/17). Statement of Revenue and Expense (01/17-11/17). Statement of Cash Flows (01/17-11/17).

\*Legal costs have totaled \$66,000.

\*Legal fees for collection in need of review (\$3,600).

\*Transfer to Florida Community Bank (FCB) was successful and for the first time in 2 years interest has been received (\$75).

\*Board has approved meeting between an owner in collection(s) and J. Bowyer to assist with working on the possibility of a payment plan.

\*Written financials are provided by the Treasurer at the board meetings and can also be found on the association's website [www.riverwoodplantationfl.com](http://www.riverwoodplantationfl.com).

Association Manager's Report: Written report provided to the board (11/17). Motion made by J. Bowyer, seconded by T. Powers, to approve a \$500.00 Holiday Bonus to Fred Henderson, Maintenance; motion carried.

ARC Committee/Report(s): Written and verbal report was provided for recent ARC approvals. 3 applications were reviewed to date in December 2017. Lot has been cleared and plans have been submitted for new home on Morning Drive.

\*Resolution-Fine Committee/Report(s): 6230 Cranberry, 6190 Knotty Pine, 6202 Morning Drive, 6231 Poplar Grove, 6213 Ranier failed to provide a timely response and first fine of \$100 to be initiated immediately. These properties to be reviewed in January 2018 for second fine of \$200. 6206 Yosemite, 6241 Yellowstone, 6216 Ranier, 6220 Ranier, 6175 Knotty Pine, and 6206 Morning were recently forwarded certified letters in November. Motion made by J. Bowyer, seconded by J. Shriner, to fine 6206 Morning Drive, 6179 Yellowstone, and 6234 Poplar Grove, \$100 the first month, \$200 second

month, \$300 third month, \$400 fourth month and notifying owner that if found to be a re-occurring violation within six (6) months the property will be fined immediately without further notice pending final review of violation from Board; motion carried. Owners of these properties will be forwarded correspondence giving opportunity to file a defense and request a hearing in front of the Resolution Committee. Management to insure letter to owners with statements are not be confused with a standard collection letter for non-payment of assessments.

#### Unfinished Business:

#### 2017 Pending Projects

\*RV Drainage (M. Bishara): Permit obtained 10/11/17 from the City. Samsula Demolition is tentatively scheduled for the last week of January 2018. Coordination efforts will begin following project start date for owner notification to relocate stored vehicles for approximately 2-3 days. J. Bowyer noted an improvement plan for 2018 will need to be discussed for the est. \$6,000 collected in storage fees (i.e. new gate, security, improved fencing).

\*Replacement of broken pool tiles (M. Bishara): 2-3 pool tiles were in are in violation of current code and were repaired by volunteers (J. Russo/H. Marcle) to prevent any issues with association liability insurance. Areas that were broken were replaced with marking (no diving/feet markings). 50 tiles were purchased matching the color as close as possible.

\*Pool Plumbing Fixtures/Pool Fence/Gate Replacements/Locks: D. Lynch, J. Bowyer and T. Powers volunteered to initiate a project plan. Locking system should also include tennis courts. Removal of chain link fencing was recommended.

\*Dock Repairs (M. Bishara): Project is 98% completed and looks wonderful. Members should visit the area. A small aluminum riser is being installed (\$210) to assist with access. The center island is being refurbished by using the old partially damaged pylons to replace the railroad ties. Lastly, railroad ties are in need of removal and rock installed to assist with water flow. In 2018, the dock should be painted with a clear/neutral protective product (volunteers and in-house maintenance preferred).

\*Riverwood Swale closest to Palmas Bay: M. Bishara has been in contact with the City per prior communications confirming the City will be maintaining the area. There was also a barrier (railroad tie) removed several years ago that is in need of replacement. As the water has receded, the City will be contacted in the near future.

Pending Litigation: Hearing occurred 12/12/17 in front of Judge Fields regarding the SC v. RWP litigation. Members were welcome to attend. An order/decision from the judge is anticipated within 1 week. It was noted that SC legal forwarded 17 pages of documents the evening before the actual hearing.

#### New Business:

\*2018 Project/Maintenance List: J. Shriner volunteered to prepare a second phase/planning for entryway lighting. As stated above, items such as pool locks, pool fencing and gates, 2018 RV storage project, pool plumbing fixtures, clubhouse doors, and security cameras are items to be discussed and planned for 2018. The current board all stated its planned continued dedication and assistance to the community. However, volunteers are greatly needed.

#### Board Comments/Resident Participation:

\*Resident participation occurred throughout the meeting.

\*Member concerned with early morning parking at the entryway.

\*Members recognized the new sod and holiday plantings and decorations and the volunteers that assisted with same. M. Bishara was asked to review area closest to 6205 Morning Drive when sod project continues (perhaps when Greenbriar does theirs). It was approximately \$250 per pallet of sod which included removal of old sod, proper preparation of the soil, and new sod.

Next Meeting: January 11, 2018 (Thursday)      Annual Meeting: February 7, 2018 (Wednesday)

Adjournment: Motion made by J. Bowyer, seconded by T. Powers, to adjourn the meeting (7:55PM); motion carried.