

RIVERWOOD PLANTATION HOMEOWNERS' ASSOCIATION, INC.  
**Board of Directors' Meeting Minutes**  
September 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	Present
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 J. Shriner, to waive the reading and approve the Minutes of August 10, 2017; motion carried.

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

\*Balance Sheet Previous Year Comparison (8/17). Statement of Revenue and Expense (01/17-08/17). Statement of Cash Flows (01/17-08/17).

\*Relatively close to budget with approx. \$3,500 over. Additional overages for 2017 will include items such as the dock repairs, AC replacements, and bathroom fixtures. However, the much needed projects are being completed.

\*The new Florida Community Bank (FCB) statements were forwarded.

\*There was a fraudulent issue with a check to Lawn Pros Irrigation being cashed absent an endorsement. An Affidavit of Loss was filed with the association's bank and a response to the investigation is anticipated to be received within 6-8 weeks. Board members voted to approve payment of the invoice to LawnPros due to working relationship.

\*2018 Proposed Budget to be mailed to all owners on or about October 9, 2017 and approved by the Board of Directors on November 9, 2017.

\*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 (08/17).

ARC Committee/Report(s): Written and verbal report was provided for recent ARC approvals. 3 applications were reviewed and approved within the past month (08/17).

\*Resolution-Fine Committee/Report(s): Management to provide the updated violation report, per property inspection, under separate cover to the Board and Committee.

Unfinished Business:

RV Drainage (M. Bishara): City Engineering is preparing a statement to Samsula Demolition to allow the work to be completed as previously proposed. It was noted that the back (lowest) area flooding during the hurricane.

Pool Signs/Community Sign (M. Bishara): Tabled pending repair/replacement to pool gates.

Pool Plumbing Fixtures (M. Bishara): In progress.

Pool Fence/Gate Replacements/Locks (M. Bishara): Researched locking systems that do not require WiFi and will be scheduling the installation and testing of 1 lock.

Dock Repairs – Engineering/Scope (M. Bishara): Project previously approved and permitting is pending. 2 palms recently fell on the area and hurricane has caused additional damages, including but not limited to pylons lifted, that are in need of review.

Palmas Bay Swale: City advised improvements to be completed at their expense in October 2017 and also pending irrigation issues to be completed by association. Proposal obtained from LawnPros in the amount of \$372.75 for irrigation concerns. Management to forward proposal to the City and inquire as to their current schedule for improvements to coordinate the association's responsibility with irrigation.

Tree Trimming – Branching Out (M. Bishara): Previously approved work had been completed at the entryway but remaining work was not completed prior to hurricane.

Pending Litigation: Ongoing.

River Park Center Island: Will have dock company review during dock repairs/replacements as materials removed may be able to be used to improve the center island. Motion made by J. Bowyer, seconded by T. Powers, to approved Ryan Docking Company in the amount of \$3,700 to improve the River Park center island upon the dock project; motion carried.

Park Clean up (M. Bishara): Previously approved work was not completed prior to hurricane.

#### New Business:

Hurricane Irma (M. Bishara) – Clean-up is being performed by Branching Out at a cost of \$15-\$18 per man hour. Branching Out has removed several trees to date and is hand-raking common areas. A chipper has been rented as well. G&G Outdoors cleaned the FP&L area to the south of the water wall/along Spruce Creek in the amount of \$350. Pool company has been on site and pool is in good condition. Further discussions to occur on installing a gate in this area. Current landscaper advised prior to hurricane it would not perform hurricane clean up due to discrepancy in hurricane Matthew clean up. Following the hurricane they did offer clean up in the amount of "a couple thousand dollars". They have agreed to not receiving payment for 1 week in the month of September as no maintenance was performed. M. Bishara has received proposals ranging from \$55,000-\$28,000. G&G Outdoors advised \$2,000 per month + \$100 for RV area. In reviewing proposals, M. Bishara stated there will be a 90 day trial, checklist required and a cost abatement if an area missed for accountability purposes. Motion made by D. Lynch, seconded by J. Bowyer, to terminate Terrific Turf effective Oct. 31, 2017; motion carried. Management to forward 30 day termination letter.

**Board Comments/Resident Participation:**

\*Resident participation occurred throughout the meeting.

\*Management to schedule Masters Electric to meet with J. Shriner as entryway lighting is out. Advise M. Bishara as well of date/time.

\*Suggestions for owner reminders to watch their own debris (do not dump in other yards), and watch parking rules.

**Next Meeting: October 12, 2017**

**Adjournment: Motion made by J. Shriner, seconded by J. Bowyer, to adjourn the meeting (8:10PM); motion carried.**