

RIVERWOOD PLANTATION HOMEOWNERS' ASSOCIATION, INC.

**Board of Directors' Meeting Minutes**

November 8, 2018

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 T. Powers, 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 October 11, 2018; motion carried.

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

\*Balance Sheet Previous Year Comparison (10/18). Statement of Revenue and Expense (01/18-10/18). Statement of Cash Flows (01/18-09/18).

\*There are 2 owners that failed to keep with agreement past due/current payment schedules whom have been forwarded to legal and 2 accounts that were sent to legal (1 has already paid).

\*\$21,000 over budget (primarily due to new fencing/lock systems (\$35,000). Legal fees are \$13,000 under budget, however, October billing has not been received.

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

Association Manager's Report: \*Written report provided to the board (10/18). \*Office(s) within the clubhouse were rekeyed. Copies are available. Clubhouse rental issue occurred. Board agreed to retain \$75 of rental deposit for failure to vacate building prior to a following rental and owner to loose rental privileges for 1 year.

ARC Committee/Report(s): Written and verbal report was provided for recent ARC approvals. 1 application received for October 2018. The request was partially denied (a second For Sale sign to be placed on common property).

\*Resolution-Fine Committee/Report(s): Written report provided by Resolution Committee. Letters went out Oct. 2018 for minor violations (weeds/pressure washing). Management to follow up with legal regarding parking violations at 6241 Klondike. Upcoming inspection planned for following week. Property on Yellowstone has been notified to remove items being stored outside of garage. (During the meeting, owners from Greenbriar requested assistance for violations/parking issues. Their board is to attempt resolution thru its process and advise the master hoa if assistance is needed.)

Unfinished Business (2018 Pending/Completed Projects):

\*Riverwood Swale-Closest to Palmas Bay: Lawn Pros (\$2,928) to be scheduled when swale is dry for the trenching and installation of 5 lines as well as electric. Palmas Bay HOA is responsible for a portion of expenses.

\*Playground Equipment: Warranty work is completed. Irrigation checked to insure not hitting the equipment.

\*Pool Fencing/Playground Fencing and Gates: Work is completed. Permitting is signed off.

\*Clubhouse Interior Repairs: Water intrusion caused damage to 3 offices. A proposal was obtained from German Housing and Construction (\$3,324.81) and G&G Outdoors (\$4,550) for the exterior landscaping needed to insure no additional water intrusion issues.

\*Pool Locks: D. Lynch has worked on a corrosion issue and new equipment is being sent from manufacturer. Irrigation to be checked to insure not hitting the equipment. The boat/rv locks will be reviewed following receipt of new equipment.

\*Spectrum Issue (Digging): Claim was filed and has been completed.

\*Clubhouse Doors: Management to schedule carpenters to review the doors (volunteers also came forward to assist at close of meeting).

\*City Issues: City has been contacted regarding sidewalk on Knotty Pine and Tree Trimming in the entryway.

\*Lawn Care: Scope to be reviewed and proposals are to be obtained for lawn care (weed/pest control).

\*Pending Litigation: Judge Fields signed a final order in favor of Riverwood Plantation master association. Sabal Cove's existing board has suggested that they will appeal and not incur more of everyone's time and funds even though they are dealing with a recall campaign from 19 of 32 homeowners within their association. Riverwood filed for cost(s) recovery and hearing date was 10/23/18. 19/32 members signed a petition to recall current Sable Cove board. An Arbitration will need to occur as the current board denied said recall. The current board president of Sable Cove has resigned.

\*Bike Racks: Received and installed.

#### New Business:

\*Adoption of 2019 Proposed Budget: J. Bowyer outlined the major changes including, but not limited to, legal and payroll (pool monitor) were reduced; Landscaping clean up, tree trimming, building expenses, maintenance shed, security system (pool/clubhouse), pool furniture, and hurricane planning were increased or added. There is a \$6/month increase proposed. Motion made by J. Bowyer, seconded by J. Russo, to adopt the 2019 Proposed Budget; motion carried. Adopted Budget/Coupons will be mailed to all owners directly by FCB.

\*2019 Maintenance/Project List: Clubhouse exterior doors, Clubhouse exterior wood repairs, entryway landscaping, security cameras, and entryway lighting. These are all projects pending priority and financing.

#### Board Comments/Resident Participation:

\*Resident participation occurred throughout the meeting.

\*Reminders that owners must keep pets under control even when leashed.

\*New owner suggested communication improvement(s) to the community to assist with involvement.

Next Meeting: Board of Directors' Meeting December 13, 2018 7:00PM

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