

RIVERWOOD PLANTATION HOMEOWNERS' ASSOCIATION, INC.

**Board of Directors' Meeting Minutes**

May 10, 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 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 April 12, 2018; motion carried.

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

\*Balance Sheet Previous Year Comparison (04/18). Statement of Revenue and Expense (01/18-04/18). Statement of Cash Flows (01/18-04/18).

\*The 2017 end of year financial reporting is currently in progress by J. Radcliff CPA.

\*Foreclosure property on Rainer resulted in all bad debt paid by bank \$1,300. Poplar Grove property has entered into a settlement agreement (\$900).

\*\$28,000 of unbudgeted projects have been completed (waterfall/dock area/clubhouse); \$13,000 unbudgeted projects are pending (fence/locks). With these and past/future legal fees, a special assessment may be proposed.

\*2019 project list is in progress.

\*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 (04/18). Management to seek a pool monitor for summer. Organ located in clubhouse to be listed for sale (\$350?).

ARC Committee/Report(s): Written and verbal report was provided for recent ARC approvals. 8 applications were reviewed in April/May 2018. New home is in progress on Fox Haven and to be contacted regarding ARC application(s)/permits nec. for fencing and propane tank.

\*Resolution-Fine Committee/Report(s): Violations are being monitored and a detailed inspection is scheduled for May 18<sup>th</sup>. 6204 Yellowstone removed unlicensed motorcycles but a small boat still remains.

Unfinished Business:

\*Fixtures/Fans in Pool Restrooms: J. Russo and H. Marcley reported the project is completed. Researching a timer switch in maintenance room to keep lights/fans on in restrooms to increase air circulation. Lightbulbs should also be changed to LED.

\*Boat Launch/Roping: Completed. Ryan's Dock returned and complete work, using leftover pilings and attaching marine roping. Rocks in need of relocating to edge of asphalt by in-house landscaping (est. \$300-\$400).

\*Pool Improvements:

- 1) Fencing. J. Bowyer reported that Dave's Fence has been approved. Survey of the pool area is nec. for permitting. Sliger & Assoc. is preparing and anticipated to be completed within the following week.
- 2) Locks. D. Lynch is working on the new locks, spread sheets, and software.

\*Riverwood Swale-Closest to Palmas Bay: City completed the project and approval recently received from SJWDM to begin boring project to replace the irrigation/electrical in this area.

\*Clubhouse Water Intrusion: Irrigation pipe burst adjacent to the clubhouse causing severe water damage in the clubhouse front office. All In One Handyman is almost finished with drywall replacement. Room to be painted by in-house maintenance. Carpeting to be scheduled upon completion with Wadsworth carpeting.

\*Boat Ramp – Irrigation: Completed.

\*Pending Litigation: Order has not been received from Court following the 12/17 hearing. Management contacted Clerk of Court and was advised the Judge is having law clerks review the case law.

#### New Business:

\*Irrigation Improvements-Clubhouse to Sports Area: Proposal received by Lawn Pros in the amount of \$2,056. This project tabled. A good cleaning/mulch of this area was recommended. Management contacted LawnPros to check entryway irrigation heads, Bay Tree/Rainer, and pool area.

\*Sign Improvements (Main Lake/Boat Ramp/Railroad): Board approved the purchase of 1 No Trespass sign for walk-thru area closest to owners and railroad (\$26) and 2 signs for boat ramp area (\$65/pc) with wording/locations to be revisited. Management also to obtain proposal for weekend security personnel to assist with unauthorized parking/trespassing within community.

\*2018/2019 Maintenance/Project List: Clubhouse doors, bike rack, security cameras, clubhouse exterior wood repairs, dock lighting, entryway landscaping, preventative maintenance dock/walkways (seal), irrigation from clubhouse to sports area, and entryway lighting. These are all projects pending priority and financing.

#### Board Comments/Resident Participation:

\*Resident participation occurred throughout the meeting.

\*The trimming of logustrims and removal of sentry plants located by clubhouse to be scheduled.

\*M. Bishara advised a local group involved in the water flow of Rose Bay, Spruce Creek Rising, has requested the communities attention. They have advised for a Town Hall meeting following the Board of Directors meeting in June. This will be confirmed for 7P, June 14, 2018, and, if scheduled, the Board will meet at 6P.

Next Meeting: Board of Directors          June 14, 2018

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