



## Minutes - Board of Director's Meeting

2 PM – Tuesday, September 19, 2017 ☼ LOCATION – 31910 Country Club Dr.

1. **Call to Order at 2:15 by President Mahoney.** All board members present. Epicenter Management Rita Franco. Residents Joe and Deborah Woods, John Adams and Gary Johnson.
2. **Review Minutes & Action Items** from August 8, 2017 Board Meeting. The minutes from the August meeting were accepted.
3. **Hearing – Home Owner-** A resident recently made a complaint about the weeds that are growing on her front yard. She says it's coming from the lawn service's lawnmower. Mike mentioned that he has had a few other complaints. Mike will follow up with the Lawn Service to see what can be done to prevent this from happening.
4. **Treasurers report**
  - a. **Reviewed balances and financial discussion.** General Account \$43,121.94  
WWTP Account \$33,420.15, Reserve Account \$360,715.67.  
Kathy to ask CPA to pay for the Tree Services out of the reserve account. Kathy to ask CPA for a detail report of the general account.
  - b. **Settlement Agreement:** An agreement has been reached with a delinquent account and payment has been received to bring account current.
  - c. **Small Claims and Delinquent Dues: Discussion-** What happens after a judgement has been placed. How is the money collected? Oma to find out and report back to the board members.
  - d. **New Discussion- Delinquent Accounts-** How to prevent delinquencies to happen again. A letter needs to be sent out once residents have been 60-day delinquent. Rita to develop a letter. Oma to forward a sample letter from Debbie legal to Rita.
  - e. **New Discussion-** WWTP Phone Contract Renewal- WWTP phone is up for renewal. Kathy contacted ATT and renew contract before it expires on November 4<sup>th</sup>. Phone service to include long distance.
5. **Communications**
  - a. **Tributary –** status discussion: Kathy to announce the contract with Epicenter Management and to list services. Also, add about cleaning your house of webs and the Halloween event.
  - b. **Website:** Kathy still helping Rita. It's going ok.
6. **Committee Reports**
  - a. **Epicenter Summary Report:** Board members reviewed Welcome Packet and Rita to add a line about the CC&Rs to the letter. Kathy has placed a service call to have ATT to come out to place a dedicated line for River Island East in Rita's office. First invoice has been received and board approved to pay. Oma will let Marty know it's ok to pay.

**b. Architectural committee:**

1. Proposed Landscape modifications/request review: 32476 River Island Lane. Joe and Deborah Woods presented blue prints and samples of the patio modifications and landscape they wish to do. The board reviewed and approved the modifications. The Woods to get the architectural form to the board.

**c. Landscape committee:**

1. See 3. Hearing – Home Owner

**d. Liaison with River Island Country Club-** Calendars are posted. Good information for the residents to have, but it does not look like more RIE residents are attending the events.

**e. Real Estate Group:** No Homes for sale right now.

1. New Renters: New Homeowners need to be aware of what the CC&R says about renting your home. New home owners need to be in the house for 1 year before renting it out. The owners of property still have not send in the Gate Request form. Old gate codes are being used by new residents. Old codes need to be deactivated and new codes need to be issued to new residents. Rita to follow up with new owners to get the Gate Request Form.

**f. Pool Group**

1. Seasonal Closure: Pool will close October 1<sup>st</sup> – May 1<sup>st</sup>. Area will remain open, but pool will be serviced once a month.

2. Gate and Fence Modifications: Mike shared with the board Chiapa's quote to get a higher fence. Oma made a motion to have Chiapa's do the work, Joan 2<sup>nd</sup>. Board approved to have Chiapa's work on the fence. Key pad needs to be replaced, Kathy will talk to Kurt.

3. Women's restroom has several things that need to be fixed. Oma made a motion to get it fixed and Joan 2<sup>nd</sup>. Board approved to get it fixed.

**g. Social Committee:**

1. Halloween Event: Mike to contact Horace and Vicky to see if you can volunteer. They have done it in the past.

**h. Waste Water Treatment Group:**

1. Current Invoice Discussion-The boards concerns is that we don't know if an item we are being billed for has already be replaced or what work has been done. Rita to create a spreadsheet to organize invoice to outline what was done.

2. Current Quotes- Board reviewed new quotes, but Mike to reach out to Darrell's Air Conditioning to get a competitive quote. Water Dynamics quote seems a little too high.

3. Current Project Discussions- Kathy to talk to Monty and to get a completion date on the Screen Project. No more additional funds will be distributed until a completion date is known.

**7. Old Business**

a. Repair to emergency gate at Riverside Dr. Cul-de-sac: Mike said Chiapas will fix it.

**8. New Business**

a. Review and discuss management assistance services: See Committee Report 6a

b. Set next regular board meeting: October 10, 2017

**9. Adjournment-** Meeting was adjourned at 4:00 pm