



Minutes – Board of Director’s Meeting

2 PM – Tuesday, January 14, 2020, ☼ LOCATION – 32462 River Island Lane

1. Meeting was called to order at 2:05 pm by President Mahoney. Board members Kathy Slechta, Michael Mahoney, J Rigler, Joan Huffaker, and Jean Bailey, Epicenter Mgmt: Rita Franco, and Tributary editor: Kathy Mahoney were present.
2. Review Minutes & Action Items from December 17, 2019 board meeting. J moved to approve the minutes from the December’s meeting, Joan seconded. The minutes from December’s meeting were accepted. December’s action items were reviewed. Some action items are carried over to this month’s list.
3. **Hearing – Homeowners**
 - a. Home burglary at 32934 Riverside Drive: Oma Mansfield updated the board about the break-in. She also provided an update on the investigation.
 - b. Vehicle break in: The directors realized this item was discussed back in December’s board meeting.
 - c. Non-Compliance Properties: Some properties in the community are out of compliance and need to be notified. **ACTION ITEM:** *Rita to send out letters to non-compliance residents.*
4. **Treasurers Report**
 - a. Bank Account Balances: General Account: \$23,903.62; WWTP ACCOUNT: \$9,958.47; RESERVE ACCOUNT: \$413,414.38. The board discussed the expenses and current balances. Kathy updated the directors about the accounts and has been in close contact with the CPA office to make sure the expenses are coming out of the correct accounts. The board also reviewed the delinquent accounts. Kathy advised Rita to check the delinquent accounts up to the Annual Meeting. If they continue to be in arrears, they will not be able to attend the Annual Meeting. **ACTION ITEM:** *Rita to send out past due letters.*
 - b. Attorney’s Invoice – Questions: Kathy has followed up with the CPA office that all attorney fees from the court filing for resident’s in arrears be added to their account. Residents are responsible for the attorney’s fees.
5. **Epicenter Communications**
 - a. Letters: Letters continue to be sent out.
 - b. Dropbox: No update
 - c. Website: The updates have been done.
6. **Committee Reports**
 - a. Architectural Committee:
 1. 32937 Riverside Dr Application- To add steps in front of the house. President has been in contact with the owner to get more information regarding the application. President Mahoney shared with the board the steps are being added to help a family member who uses a walker. It was determined the owner would need to re-submit the application for the board to approve.
 2. Create a protocol for applications received: The board discussed what happens when

an application is approved. Some approved applications are never completed.

d. Landscape:

1. Olive Trees in Common Area- 32607 Greene Drive – This application has been completed. The Olive trees were not removed but trimmed and the owner was happy with the results and decided to keep the Olive Trees.

c. Social Committee:

1. Follow up from RICC regrading Xmas Cart Parade cost/income summary- J shared with the board the RICC saw a small profit and are thinking about getting more staff for this year's event.

7. Real Estate

a. Several homes are currently on sale. Kathy requested Rita to make sure to keep the master list updated. **ACTION ITEM:** *Rita to make sure the resident master list is updated*

8. Pool

a. New signs installed at the pool: New signs installed and look good.

9. Wastewater Treatment group

a. Valve replacement invoice questions: The Board discussed the invoice and agreed the valve needed to be replaced and approved to pay the invoice.

10. Gate Group

a. Yelp signs and flags interact with new signs: The Yelp signs and flag hooks will be replaced.

b. Meter at the main gate: Kathy informed the board a new faucet is needed at the main gate, but the water meter needs to be located. **ACTION ITEM:** *Kathy to talk with Roberto regarding the meter and faucet.*

11. Tributary Newsletter

a. Announcement(s): Annual Meeting, Proxy forms and the new signs around the neighborhood.

12. Old Business

a. Sign Installation Follow Up: The street name signs will be arriving in the next 2 weeks and all signs have been installed around the community. **ACTION ITEMS:** *Kathy to order Neighborhood Watch signs.*

13. New Business

a. Agenda Annual Meeting set for February 9, 2020: The board reviewed the agenda and what role each director would take. The Sheriff will be present to discuss the recent break-ins in the community. **ACTION ITEM:** *Rita to upload Annual Meeting documents to the website and send out a reminder email about the Annual Meeting.*

b. Two Positions up for election: Mike will make an announcement at the Annual Meeting for anyone who may be interested in serving on the board.

c. Motion to be made to appoint ad hoc Task Force on Safety & Security: Mike will make an announcement at the Annual Meeting looking for volunteers to serve on the Task Force.

d. Set next regular board meeting: Tuesday, February 11, 2020.

14. Adjournment: J moved to adjourn meeting; Jean seconded. Meeting was adjourned at 4:19 pm.