



DRAFT Minutes - Board of Director's Meeting

10 AM – Wednesday, July 28, 2021 📍 LOCATION – 31910 Country Club Dr.

1. Call meeting to order at 10:00 am. J. Rigler, M. Martinez, K. Slechta, O. Mansfield, D. Branch; Epicenter Management R. Franco, Homeowners – Michael and Kathy Mahoney, Horace and Shirley Wells, Charles and Cheri Baxley, Kathy Maxwell, Travis Hauert and Tributary Editor: Joanie Stone.
2. Hearing – Homeowners
 - a. Architectural Application – Greene Drive: DISCUSSION. Homeowners Travis Hauert and Charles and Cheri Baxley are aware of the request for new building and are concern about the size of the house. Current Architectural Application is going through revisions and the requester will need to resubmit the revised application form with plans. **ACTION ITEM: Rita to contact homeowner to let him know new application needs to be resubmitted.**
 - b. Revised application River Island Lane: Wrought Iron Fence Mesh Addition-Application reviewed and approved. Dana made a motion to approve the revised application; Oma seconded. Application approved.
 - c. Application – Montgomery Drive: Install a black wrought Iron Fence- Discussion. Fence needs to be within the property line. **ACTION ITEM: Rita to send out a letter to homeowner to get the fence measurement. ACTION ITEM: J to follow up with homeowner to review the fence measurement.**
 - d. Architectural/Maintenance Application: Greene Drive: Request to remove and replace/relocate 2 existing palm trees and adjacent plants; change some additional landscape plants. Oma made a motion to approve the application; Kathy seconded. Application approved.
 - e. Quarterly Inspection of Properties: Several properties are in non-compliance. **ACTION ITEM: Rita to work with Oma to get the letters out to residents.**
3. Review Minutes & Action Items from June 30, 2021 Board of Directors Meeting. K. Slechta made a motion to approve the May minutes; D. Branch seconded. Minutes were approved. **ACTION ITEM: Rita to email minutes and post on website and bulletin boards.**
4. Old Business
 - a. Springville Wireless Service Contract – M. Martinez and K. Slechta working together to order the memory card and cameras. Cameras will be placed at the pool (at the entrance) and Wastewater Treatment Plant. Cameras at the pool and WWTP will be installed once cameras are purchased. **ACTION ITEM: M. Martinez to install cameras and manage the program. ACTION ITEM: Kathy S. to purchase solar cameras**
 - b. Montgomery Dr. Homeowner compliance issues updates – DISCUSSION. Property is still not in compliance. Non-compliance fee will be applied to the owner's account. **ACTION ITEM: J to contact tenant to discuss street parking. ACTION ITEM: K. Slechta to contact Community Financial to apply the non-compliance fee.**
5. Treasurer's Report
 - a. Account Review Balances: Updates on General Account & Reserve Account
 - b. Community Financial – Late Fees & Collections review: DISCUSSION. Kathy updated the board and Community Financial will work with residents' independently regarding their account.

- c. Reserve Study Review – DISCUSSION. Each board member has received the financial packet.
6. Epicenter Communications: Bulletin Board’s lock on Riverside is broken. **ACTION ITEM: Oma to work with Jack to replace the lock.** Website Updates: **ACTION ITEM: Rita to work with Kathy to make the website’s updates**
7. Committee Reports
 - a. Architectural Committee
 1. RIEHOA Standards Architectural Application – DISCUSSION. Additional revisions will need to be added to the application. D. Branch made a motion to adopt the official Architectural Standards and add to the RIEHOA website to become part of the guiding documents; K. Slechta seconded. Motion passed. **ACTION ITEM: Rita to add the revised application to the website and create a new tab for guiding documents.**
 2. Architectural Application – Greene Dr. SEE 2. Hearing – Homeowners for DISCUSSION.
 - b. Landscape Committee
 1. Architectural Application: Greene Dr.- On Hold. Homeowner will submit application at a later date.
 - c. Social committee: DISCUSSION: Committee needs a chairperson. D. Branch made a motion to appoint Joanie Stone as committee chairperson; K. Slechta seconded. Motion passed.
 - d. Neighborhood Watch Committee:
 - 1) Cameras at the Pool and WWTP – See 4. Old Business (a) for Discussion
 - 2) Neighborhood Watch Committee: M. Martinez provided update. No event yet. Committee members are needed. Interested members should contact Rita. Cameras at the pool and WWTP will be installed once cameras are purchased. **ACTION ITEM: M. Martinez to install cameras and manage the program. ACTION ITEM: Kathy S. to purchase solar cameras**
8. Real Estate:
 - a. Lot for sale- No Discussion
9. Pool
 - a. Light Timer Replaced: Done
 - b. Pool Reservation Calendar: Branch – 7/31st
 - c. Pool Decking concerns: Discussion.
 - d. Cleaning Contract Reviewed: Discussion.
10. Wastewater Treatment Plant
 - a. WWPT Focus Group: NO UPDATE
 - b. Wifi Service: See 4. Old Business for discussion.
 - c. Tree Needing Trimming: Update
 - d. Generator Service: DISCUSSION- Tharp to service generator as in the past. **ACTION ITEM: Rita to contact Tharp to service generator.**
 - e. Outstanding Quotes: DISCUSSION - **ACTION ITEM: K. Slechta. to contact Water Dynamics to get a blueprint of the Electrical system and screen waste bag. Also schedule a tour of the plant.**
11. Gates
 - a. Gate Emergency Access: Discussion- Pending. Waiting for vendor to complete work.
 - b. Review Reports – Discuss Cloud service online system. Problem with downloading pool report. **ACTION ITEM: Kathy to work with Rita to get her system updated.**
13. Tributary: Items for the tributary should be sent to Rita. She will forward item to Joanie Stone.
14. Next meeting: August 25, 2021 – 5:00 pm
15. D. Branch moved to adjourn meeting; K. Slechta seconded. Meeting adjourned at 12:55pm.