

RIVERSIDE BLUFFS

HOMEOWNERS' ASSOCIATION, INC.

**Board of Directors Meeting
April 30, 2017
6728 riverside Bluffs
Meeting Minutes**

1. Certifying of Quorum-Call to Order

The meeting was called to order at 7:30 p.m. by Adam Bilbao. Board members Susan Heath and Rory Martin were in attendance; therefore, a quorum was established. It was confirmed that the meeting notice was announced on the community website April 15th, and a yard sign placed at the entrance of the community on April 15th until the day after the BOD meeting.

2. Reading of Minutes

The Board read the previous meeting minutes and provided an overview of the discussions and decision to those in attendance.

3. Financials/Delinquent Accounts

The Treasurer provided an overview of the financials and answered questions for those in attendance. The board discussed the status of the delinquent accounts, and their path to resolution. It was discussed whether a special assessment might be necessary in the future at the current budget forecast and expenditure levels. The treasurer reported that at this time, based on BOD conservative expenditures and work to get reimbursements from the builder, a special assessment is not necessary at this time.

4. Architectural Committee

There was not an architectural committee representative present at the BOD meeting. The committee provided the BOD a draft copy of the ACC proposed community standards via email prior to the meeting.

5. Business Items

The board discussed several business items as follows:

TECO Contract: TECO has proposed the upgrade of the street lights to LED. The streetlights around the community are leased by the HOA. The monthly cost for the streetlights is about \$650/month, and after the LED upgrade it would be about \$535/month. This would provide a significant savings to the community.

On Motion: Duly made by Susan, second by Rory and carried unanimously.

Resolve: Approve the upgraded street lights and contract with TECO.

ACC Proposed Draft Standards: The BOD received feedback on the proposed ACC draft from the property manager, and provided a summary of that discussion to those in attendance. The BOD solicited feedback from those in attendance on their perspectives of what should comprise the community architectural standards. The feedback was in line with the BOD previous discussions and consistent with the property manager advice and historical experience. The community covenants already have general architectural standards, and additions to those standards should fit with the general consensus of the community. It was discussed that individual standards could be added as an interim (i.e. fence, paint colors, etc.). The BOD will

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edit the proposed draft and schedule follow on meetings to discuss further with the community.

On Motion: Duly made by Rory, second by Susan and carried unanimously.

Resolve: For the BOD to edit the proposed standards document based on feedback from the community, property manager, and to hold a follow on community meeting for further discussion and determination.

Appoint ACC Member: Amy Chavez has volunteered to serve on the ACC.

On Motion: Duly made by Rory, second by Susan and carried unanimously.

Resolve: To appoint Amy Chavez to the ACC.

Downed Tree on Homeowners Lots: There are currently three homes that have damaged or removed trees from the front portion of the lot. The homeowners have not remedied the tree replacements since the storm damage or other causes that downed/damaged the trees causing their subsequent. The trees are a visible part of the community and require their replacement with a like tree to maintain community aesthetics of neighboring homes and overall community appearance. The removal/replacement requires an ACC application and applicable county permits as necessary.

On Motion: Duly made by Susan, second by Rory and carried unanimously.

Resolve: To have the property management send appropriate notice to the three homeowners. The notice should outline the following: a like tree replacement is required with the accompanying ACC application within 90 days of the notice. Additionally, the replacement trees are required to be of like maturity (8-10ft tree in height) and type as previously installed by the builder.

Entrance Repairs, Paint, Cleaning, Mulch: The front entrance monuments were recently cleaned and minor repairs were made. It is unknown when the last time the monument paint was refreshed, but it is estimated to be over 2-3 years. The plants and mulch are also in need of attention. The BOD will review the landscaping contract to determine if mulch and plant refresh are included.

On Motion: Duly made by Susan, second by Rory and carried unanimously.

Resolve: To hold off on gathering quotes for repainting the monuments until later in the year or next fiscal year until the community financial are stronger. Additionally, for the BOD to review and asses the landscaping contract deliverables as to respect of the front monument plantings.

Fence Repair on Watson: A previous storm had caused a Hillsborough County tree limb to damage a HOA Watson fence panel. The damage to the panel is not repairable without a replacement of the entire panel. The property management company has received a quote from the fence vendor for a replacement estimate. The BOD also requested the property management company to submit a claim to the county for reimbursement. The county was previously notified and the HOA requested the removal of the dead trees on Watson road. The county removed several dead trees and came back several days later to grind the stumps. Due to the limited funds and the outstanding questions on county reimbursement, the BOD will delay proceeding with the repair at this time.

On Motion: Duly made by Susan, second by Rory and carried unanimously.

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Resolve: To delay the fence repair approval until a better understanding as to the potential county reimbursement process is understood.

Dead HOA Trees in the Cul-de-sac: There are several dead trees in the cul-de-sac that require removal due to potential hazard of falling limbs or the entire tree. Due to limited funds several options were discussed to include several volunteers to remove the trees. Some of the trees will require a county permit for removal.

On Motion: Duly made by Susan, second by Rory and carried unanimously.

Resolve: To allow volunteers to remove the tree(s) that do not require county approval (i.e. the non-oaks such as the palm trees), and to seek county permit and estimates for the other larger oaks.

ACC Application: The current version of the ACC application has a section requesting the signature of adjacent property owners for when submitting for a modification to a lot/property. The BOD received advice from the property manager and attorney that requesting signatures from adjacent property owners is problematic in its current form. The form should state notification to adjacent property owners is desired.

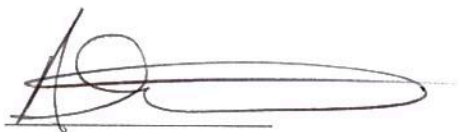
On Motion: Duly made by Susan, second by Rory and carried unanimously.

Resolve: To remove the adjacent signature portion from the ACC application, and verbiage that highlights the notification of adjacent neighbors is desired prior to and during the ACC application process.

6. Adjournment: The next board meeting is currently undetermined.

On Motion: Duly made by Susan, second by Rory and carried unanimously.

Resolve: To adjourn the meeting at 8:59 p.m.

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a long, horizontal, oval-shaped flourish.

Prepared by President

