

RIVERSIDE BLUFFS

HOMEOWNERS' ASSOCIATION, INC.

Board of Directors Meeting

April 20, 2022

Via Zoom

Meeting Minutes

1. Call to Order – Certifying of Quorum

The meeting was called to order at 6:31 p.m. by Vice President Kristin Ottinger. Ulysses Belmont, Secretary/Treasurer was also present therefore a quorum was established. It was confirmed that the meeting notice was timely posted. Jeana Wynja represented McNeil Management.

2. Approval of Minutes

The Board reviewed the prior meeting minutes dated January 19, 2022 as prepared by the Manager.

On Motion: Duly made by Ulysses, second by Kristin and carried forward.

Resolve: To approve the board meeting minutes as presented.

3. Management Reports & Committee Updates

Manager reviewed the reports from March 2022. The Association was made aware of a 7% price increase by Solitude Pond Management which took place on March 1, 2022. The 2021 Annual Report postcard was mailed to all owners on March 30, 2022. Authorized agent for SWFWMD has been updated so that all notices will be mailed to management going forward, rather than the original builder.

Architectural Control Committee: All architectural requests are current.

Social Committee: Manager to reach out to Amy Chavez regarding her interest in becoming an official member of the committee. Shannan Fields is already a committee member. Owners are welcome to participate in the committee. The Board discussed having 2 community garage sales per year on the 2nd Saturday of May and October. Garage sales for 2022 will occur on May 14th and October 8th. The Board requested to send a newsletter to all owners soon; manager to coordinate with the Social Committee.

4. Former Business

Meeting with Susan Haddock – UF Extension Office: Nikita and manager have both been trying to get in touch with Susan to walk the community to discuss front entry improvements and tree maintenance. Susan is the expert regarding such topics. Manager will continue to pursue to arrange an onsite visit with Susan and a board member. Kristin will reach out to an arborist that she knows to see if they can provide advice regarding trees in the community.

Erosion around walking trail viburnum bushes: The Board reviewed estimate #50 from Greener Cuts to remove edging and rock from around 24 trees at front entry and move the rocks to the walking trail viburnum hedge for \$1,500. The 9 yards of pine bark mulch around the 24 trees for \$585 will be paused until Greener Cuts can advise regarding a cost to place fill dirt and sod instead, along with irrigation needs.

On Motion: Duly made by Kristin, second by Ulysses and carried forward.

Resolve: To approve estimate #50 from Greener Cuts to remove edging/rock around 24 trees at front entry and move rock to walking trail viburnum hedge for \$1,500.

Landscaping maintenance proposals: Tabled.

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Retention pond: Proposal from Solitude Pond Management was presented to remove sediment in front of the weir which will improve the functionality of water flow through the drainage pipes; and to repair holes around the apron of the inflow pipe for \$1,800.

On Motion: Duly made by Kristin, second by Ulysses and carried forward.

Resolve: To approve the proposal as presented.

Pest Control: The Board received several proposals and decided to move forward with the proposal from Bee Green Pest Control to perform the following: Service 6 times per year for 4 lawn and 2 plant/shrub applications per year which includes all the fertilizer, insecticide, weed control, fungicide, and micro-nutrients applications that the lawn and plants will need. Cost per year is \$900.

Bee Green stated that fire ant control is a separate cost, using top choice granular applied one time per year for \$400. Guaranteed to control fire ants for 1 year and controls other pests as well.

On Motion: Duly made by Kristin, second by Ulysses and carried forward.

Resolve: To approve the proposals from Bee Green for fertilizer treatment and ant control as presented.

Dock maintenance: The Board received proposal from Kevin Johnson to seal/stain all railings that are real wood material for \$435. Manufacturer recommends that seal/stain occur once a year.

On Motion: Duly made by Kristin, second by Ulysses and carried forward.

Resolve: To approve the proposal from Kevin Johnson to seal/stain real wood material on dock as presented.

Fix lights at monument sign: The Board approved action at the previous board meeting; completed by Kevin Johnson for \$220. The Board tabled lighting upgrade at this time.

Palm tree lighting at front entrance: The Board reviewed proposal from Kevin Johnson to install 4 new lights, 2 at each side as up-lighting for palm trees for \$480.

On Motion: Duly made by Kristin, second by Ulysses and carried forward.

Resolve: To approve the proposal from Kevin Johnson for palm tree up-lighting for \$480 as presented.

Monument sign (pressure wash, fill/stucco cracks, prime and paint): The Board reviewed proposal from Kevin Johnson to pressure wash, fill/stucco cracks, prime and paint the monument signs for \$875. The Board had also reviewed proposal from Certa Pro. Manager informed by Kevin that work will take 4 days to complete due to process: day 1 pressure wash, day 2 fill/stucco cracks, day 3 prime, and day 4 paint.

On Motion: Duly made by Kristin, second by Ulysses and carried forward.

Resolve: To approve the proposal from Kevin Johnson for monument sign cleaning, patching and painting for \$875 as presented.

Former website: Deactivation completed.

Attorney opinion regarding risk/volunteers performing tasks: The Board received and reviewed opinion from the Association's attorney. Manager will save opinion in the Association's files.

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5. New Business

Gate to block public access: Nikita investigated; tabled and will discuss at the next board meeting.

Drainage project behind 6717, 6719, 6721, 6723 and 6725 Riverside Bluffs Blvd: Two owners, 6717 & 6719, have perform repairs; unknown if the other owners have performed the repairs.

Responsibility of retention wall behind 6717, 6719, 6721, 6723 and 6725 Riverside Bluffs Blvd: Board to research and address at the next meeting.

Landscaping maintenance proposals: Tabled.

Stucco on two-story homes: The Board would like an article in the newsletter that if an owner has engaged in a lawsuit, to provide a letter from their attorney about once every 6 months to management regarding the lawsuit status. Otherwise, if owner is not a part of a stucco lawsuit, then those owners will be encouraged to perform maintenance on home.

Reserves and gap deficiency: The Board discussed a possible special assessment down the road for the reserve deficiency gap created by the builder. The Board agreed that an updated reserve study is needed. The Board would like the reserve study completed and ready for review before the end of June-2022. Manager indicated that the reserve study will be paid for out of the reserves account.

On Motion: Duly made by Kristin, second by Ulysses and carried forward.

Resolve: To approve moving forward with a reserve study after pricing has been received.

- 6. Homeowner Comments:** Owner concerns regarding tile roof mitigation, reserve study goals (to accurately determine special assessment amount), parking prohibited on sidewalks (and safety hazard for pedestrians), and to address prohibited parking of trailers/boats (article to be provided by board member for the newsletter).

7. Adjournment

On Motion: Duly made by Kristin, second by Ulysses and carried forward.

Resolve: To adjourn the meeting at 8:02 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON 10/13/2022

Prepared by Manager on behalf of Secretary