

# RIVERSIDE BLUFFS

HOMEOWNERS' ASSOCIATION, INC.

## Budget & Board of Directors Meeting October 16, 2023 Meeting Minutes

### 1. Call to Order – Certifying of Quorum

The meeting was called to order at 6:17 p.m. by President Nikita Polyakov. Kristin Ottinger, Vice President and Justin Lukose, Secretary/Treasurer were also present therefore a quorum was established. It was confirmed that the meeting notice was posted in a timely manner. Jeana Wynja represented McNeil Management.

### 2. Approval of Minutes

The Board reviewed the prior meeting minutes dated July 17, 2023 as prepared by the Manager.

**On Motion:** Duly made by Kristin, second by Nikita and carried unanimously.

**Resolve:** To approve the board meeting minutes as presented.

### 3. Management Reports & Committee Updates

Manager reviewed the reports from September-2023. The Board would like to move the money from the EJ Brokerage account and into a CD at the best yield and rate possible at a financial institution. Manager to put current year insurance policy/declaration page on board portal and will inquire with insurance broker about the Hired & Non-Owned Auto Liability coverage (if needed).

Architectural Control Committee: All alteration applications are current.

Social Committee: No updates. Board extended a thank you to Shannan Fields for preparing the Fall Newsletter. Manager indicated that the newsletter was mailed to all homeowners on September 22, 2023.

### 4. Old Business

**2024 Budget:** Notice regarding tonight's meeting was mailed to all homeowners on September 14, 2023. The Board reviewed the proposed budget and assessment, to increase the quarterly assessment to \$425. Dialog occurred with the membership present. Going forward, the Board would like to conduct a pre-budget meeting in July and finalize approval at the October meeting. If there is a cost savings on insurance, then the Board would like to place the money in Repairs & Improvements.

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

**Resolve:** To approve the 2024 Budget and Assessment as presented.

**Pressure-wash common area cement surfaces/fences:** Board approved to move forward with pressure washing as per map.

**On Motion:** Duly made by Nikita, second by Justin and carried unanimously.

**Resolve:** To approve pressure washing event as presented per map.

**Pedestrian gate at trail entrance:** The Board engaged homeowners about a simplex code lock or a physical key lock for the new pedestrian gate. Homeowners agreed that a physical key would work best. Board explained that gate is needed to prevent trespassers from using the dock.

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**On Motion:** Duly made by Kristin, second by Nikita and carried unanimously.

**Resolve:** To finalize the pedestrian gate project and install a physical key lock on both sides of the gate.

## 5. New Business

**Preservation of the Covenants and Restrictions:** Per Florida Statutes, the Board is required to annually consider the filing of a notice to preserve the covenants / restrictions affecting the community from extinguishment under Marketable Record Title Act (MRTA) at the 30-year mark. The Association is 9 years-old so preservation is not a pressing. The Board will need to have a meaningful conversation with the Association's attorney regarding preservation of the documents when the community comes closer to the 30-year mark.

**6. Homeowner Comments:** Discussion regarding reserve study, top rail of chain link fence is torn, trespassing, common area trees and moss removal (Board received opinion from an arborist that removing Spanish moss is not an efficient use of HOA's money).

## 7. Adjournment

**On Motion:** Duly made by Kristin, second by Nikita and carried unanimously.

**Resolve:** To adjourn the meeting at 7:25 p.m.

Approved by Board of Directors 1/11/24

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Prepared by Manager on behalf of Secretary