



**RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION
MINUTES OF BOARD OF DIRECTORS MEETING
NEXT MEETING OCTOBER 11TH, 2016**

MINUTES FROM SEPTEMBER 27th, 2016

The Board of Directors of the River Plantation Community Improvement Association, Inc. ("RPCIA") held their regular meeting at 6:31pm on September 27th, 2016 at the RPCIA office, 451 River Plantation Drive, Conroe, TX 77302, a place open to all owners.

The meeting was called to order by Jamie Goodman, President at 6:31 pm.

The following Board members were present: George Gilmer, Joe Tipton, Linda Schneider, Steve Schneider, Jamie Goodman, Mike Lee, Eric Bunsey, Steve Dresel and Annie Altenhofen. Also present was Steve Durham and Janelle Biedanski representing IMC Property Management. Homeowners were present.

MINUTES: Prior minutes from September 13th, 2016 were approved by the board via email.

EMAIL VOTES:

Jamie addressed the board and homeowners indicating that she has verified with legal counsel and Hoovers and Slovacek that emailing topics among board members is allowed and permitted as long as it does not require notice (see addendum). She stated that there is a sense of urgency to our actions here in RP and we take our job seriously as well as the commitment to transparency. The following topics were discussed via email among the board:

- Discussion of Alpha invoice from September - Motion was made by Jamie to discuss in next open session. Motion carried.
- Motion made by Jamie to move to a 2x per month meeting schedule to make more progress in 2016. Motion carried.
- Motion made by Jamie to meet Tuesday evenings at 6:30pm on 9/27/2016. Motion carried.
- Motion made by Annie to allow posting of events on NextDoor.com. In Discussion.
- Motion made by Jamie to not require legal counsel at 9/27/2016 meeting. Motion carried.
- Motion made by Jamie to not require constables at the 09/27/2016 meeting. Motion carried

In addition, Jamie indicated that we had discussion on NextDoor seeking minutes to be posted immediately after the meeting. After discussion, Steve Dresel moved that we make minutes available to the resident shareholders based on the following timeline: 1 week after meeting, minutes are to be sent via email to all board members. Within 48 hours, board members must approve or provide updates. Minutes shall be posted immediately upon acceptance. Meeting minutes will be signed by the President at the next board meeting. Motion passed. Point of note: minutes require a unanimous vote to accept from all board members present at the meeting being approved.

TREASURER REPORT:

Eric Bunsey reviewed the report. While we are meeting twice a month, he will provide the P&L and Income statement one meeting and the budget comparisons the second meeting. He pointed out



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several accounts which had exceeded their budgeted amounts. Board discussed if this is due to a seasonal issue and further investigation will ensue. Of interest: Postage and Deliver; Legal fees; Legal collections; Office Supplies; Office Equipment; Repairs & Maintenance and Pool Repairs; Bank charges . Discussion around bank charges indicated that we are being charged significant fees for bad checks from resident fees. Eric will work with counsel to determine a way to collect these fees appropriately. Discussion surrounding pool house flood damage included the insurance not covering the contents. Jamie moved to update insurance to cover contents. Steve S seconded. Motion passed. Eric to call insurance and also present to them additional fees incurred for reimbursement. Jamie also moved that herself and Eric have access to QB to allow for read only access and reporting. Annie seconded the motion. Motion carried. Jamie to discuss with Steve Durham of IMC.

COMMITTEE REPORTS

Grounds and Maintenance - Joe Tipton

Joe discussed that Protex (new landscaping company) may not include Pool and Park maintenance. He will double-check contract and ask IMC. He will drive through with Protex in the next week or two to ensure they're all in agreement on work to complete.

2 water meters at the front of the subdivision are causing concern. One that we own is leaking and we were notified by MUD. The agreement was to move the sprinkler valves to the same side of the ditch as the water meter after repair.

Joe proposed that as the budget allows, that the tree canopies in the parks be lifted. Because of the expected cost, he will get bids for the first five. The first five to be considered are as follows: Tom Phillips, Atlanta, Charleston, Richmond and Augusta. Jamie moved, Linda seconded. Motion carried.

Discussion about Tom Phillips and the groundwater brought up the possibility of putting in a rock river and additional water loving trees such as a Willow. Joe will obtain pricing and will present to the board at next meeting.

Jamie discussed Alpha bill that was received and there are questions about the fees. Specifically, "Limb removal for \$750" and "Mowing easement for \$900". Both required approval and proof. Neither has been provided to date from Alpha. Linda also noted that homeowners are dumping limbs in parks and that we are paying to have them removed.

Park and Pool - Joe Tipton

Joe submitted the invoice for the Porta Potties at the pool for \$1,000. They are still required as the tennis courts, park and basketball courts are open and we have usage. Jamie suggested we submit the bills to insurance in addition to damage.

Joe presented three bids for the tennis court resurfacing and suggested one that he feels is best qualified, recommended and insured. The cost is approximately \$14,000 to address 4 of the courts. Eric inquired about where the money should be coded - capital maintenance was decided. Board will vote on this next meeting after determining if the money can be spent.

Joe also mentioned that the lights need to be attended to but the bids were older. Jamie asked that Joe acquire new bids.

Jamie requested a bid on the basketball court and pool plastering.



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Joe indicated that the pool house hadn't been maintained properly in years. After flood, the money is spent also updating faulty wiring and poor maintenance. Jamie moved that we repair pool house in the way the Joe sees best to accommodate electrical plumbing needs for the insurance money provided (approx \$28,000). If more is needed, Joe is to request it from the board. Steve S seconded. Motion passes.

Joe brought up that he wasn't sure the Pool and Park was included in the bid from Protex. Jamie moves to see if it's included and if it doesn't, approve that it is added as long as it doesn't exceed the cost of the last bid and maintenance contract. Annie seconded. Motion carried.

ACC - Mike Lee

No new applications. Last application was rejected and Janelle is to contact homeowner.

Special Events - Annie Altenhofen

Garage sale to be held October 1st. Residents upset due to the confusion on weekend. Annie agrees that it was unclear. Will place on calendar going forward to eliminate confusion. Annie will get volunteers to hand out flyers.

Heavy trash day is October 8th. Dumpster bids acquired from 4 different companies. Most cost effective may be one without Tonnage. Final quotes will be approximately \$500 before tonnage. Annie moves that we order two dumpsters based on that cost and have them Oct 8. Steve S seconds. Motion carries. Steve D suggested that we communicate to the residents that any additional debris from remodeling, flood or otherwise is the responsibility of the resident and they will be cited if it is not managed. Annie to pass out JunkKing flyers.

Halloween is becoming more unsafe with cars and no sidewalks and kids. No longer doing hayrides as it is unsafe and constables don't think it's wise. Proposed that we have a fall festival. Linda moves to have a fall festival in the Pool and Park area not to exceed budget set for Halloween festivities. Steve D seconds. Motion carries. Annie will plan a fall festival for October 29th - Saturday.

Communications and Technology - Annie Altenhofen

Annie proposed a new website format and company called Association Voice. This would provide resident platform and board platform and would cost approximately \$.07 per household per year (based on 1400 homes). This would replace current process. Several other proposals came in but none had the same functionality. AV would cost \$100 per month for hosting and site. Steve Durham indicated that this is very highly recommended site. It would be live and active in 30 days and allow for online payments, resident work orders, online ACC and more. In addition, this sight would allow for an online and printed newsletter. Joe moves to accept the Association Voice proposal for \$100 per month and implement the new site. Mike L seconds. Motion carries. Once begun, a postcard will be sent out to community to urge them to register.

Annie has reviewed cost of phone and internet and would like to get better pricing and bids. Jamie moves that Annie checks into cost. Steve S seconds. Motion carries. Steve S and Steve Durham mention that we must have a line at the pool for emergencies. Also, RPCIA office has alarm system and this needs to be factored in.



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Safety - Steve Dresel

Steve D is compiling information for board discussion regarding future needs and resources. Looking to ensure we have a contract. Suggestions are to have resources here at night and would it be possible? Steve D also indicated that new systems in place allows for trending and analysis on crime allowing him to clarify when it would be best to have them here.

Steve D also brought up maps of the lights around the community that are out. He has it marked as to which are out. He will be contacting Entergy. Comment was made from the homeowners that Entergy has requested that we tie a ribbon around the light if it's hard to identify which one is damaged as they can't find the damage during the day. It was suggested by another homeowner that we have block captains to help manage the area to communicate needs to the RPCIA. Joe will determine flagging process for lights needing repair.

Compliance - Mike Lee

No compliance report as this occurs monthly.

HOMEOWNERS INPUT/COMMENTS:

Homeowners were present for the meeting. A listing is provided of those homeowners that provided contact information. Suggestions and commentary was conversed as follows:

- Damian Altenhofen
Resident requested that when electronic votes are held through email that if money is approved to be spent that it be detailed in the minutes.

OLD BUSINESS:

- Erosion at Stewarts Creek
Joe gave update on the creek. Mr Blackburn agreed to sign a Hold Harmless if the RPCIA can get the work completed. Joe has plan but it is suggested that we have engineer look at design. Annie moved that we have an engineer review work and design with Steve and Joe for approval. Steve S approved. Motion passed. Steve D will coordinate with county to get an engineer involved. Estimated cost is around \$17,000 for materials. This would repair the damage but move the cart path closer to the road. The move of the cart path would be the responsibility of Mr Blackburn.

NEW BUSINESS:

- Invoices
Jamie proposed that in the future, if any invoices come in, they must be viewed by committee chair and approved by Eric after committee chair approval. No check should be written and signed by IMC. Eric and Jamie to have signature authority on checks. Steve D seconded. Motion carries.
- Nextdoor and other sites
It is discussed that NextDoor and other sites be used ONLY for event posting. Communication



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from the Board to homeowners is via newsletters, HOA meetings, Board meetings, mailings and the RPCIA website, thus the Board agreed to not communicate on the Nextdoor site except posting of events until the new website is functional. Board members are not to engage in any discussion outside of these approved vehicles and direct email to a homeowner. All answers and information on events will be posted on www.rpcia.com and any other posting on any other site should be identical and refer back to www.rpcia.com. Annie to check with Shirl Fussel on gaining an RPCIA ID on NextDoor.

- **Holt & Young**

H&Y is still billing and invoicing. Steve S moves that we release Holt & Young from any work and that we transfer this to Bryan Fowlers office. All current cases should be transferred. Jamie seconds. Motion carries. In addition, Linda has offered to start taking current list of violations to JP Court to file liens and judgements. Jamie moves to review delinquencies to decide to move forward to JP court. Steve D seconds. Motion carries.

MANAGEMENT REPORT: No additional input from IMC - they will provide updates monthly.

CONSENT AGENDA:

None at this time.

EXECUTIVE SESSION:

The Board adjourned into Executive Session to consider possible motions regarding:

- Management of delinquencies - removal of names from reports.
- Pending demand letter response

NEXT MEETING:

The next Board meeting is scheduled for Tuesday, October 11th, 2016 at 6:30pm at the River Plantation office. The Executive Board meeting was adjourned into Open session to provide a summary of Executive actions. Meeting was adjourned at 9:35pm.