

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION
DECEMBER 13, 2016**

A meeting of the Board of Directors of the River Plantation Community Improvement Association was held on Tuesday, December 13, 2016 at 6:30 P.M. at the River Plantation Clubhouse, 451 River Plantation Drive, Conroe, TX. 77302

ATTENDANCE

Board Members present were: Jamie Goodman, George Gilmer, Linda Schneider, Mike Lee, Eric Bunsey, Joe Tipton, and Steve Schneider. Members absent: Annie Altenhofen and Steve Dressel.

Also in attendance were Dolores Sue and Jill Redmond representing Crest Management.

With a quorum being established, the meeting was called to order at 6:35 p.m.

Homeowners Present: There were nine (9) homeowners present.

Jamie Goodman expressed the Boards appreciation for the homeowners attending the meeting. She also introduced the manager and assistant manager of Crest to the homeowners present.

MINUTES

A motion to approve the amended minutes of the November 22, 2016, seconded and agreed. The amendment to the minutes were the last two sentences on the second paragraph under Treasurer Report should have been omitted from the meeting minutes. The sentences read as follows:

In addition, as construction continues, an alarm system will not be necessary. George and Steve will evaluate prices for services when appropriate.

Jamie Goodman explained that per Crest Management's contract, Crest will be typing the minutes of the meeting to be reviewed by the Board and approved at the next Board meeting. The secretary will be responsible for posting the minutes.

The Board made a note regarding the amendment to the Board Meeting minutes of October 25, 2016 and that the minutes posted were incorrect and not the amended minutes.

ACTIONS TAKEN BETWEEN MEETINGS

There were no actions taken between meetings.

TREASURER'S REPORT

Eric Bunsey reported there was a certificate of Deposit (CD) in the amount of \$114,295.46 at Capital Bank that was moved to Wood Forest bank and is fully insured by FDIC. This cd is separated from the operating account. It is not currently marked as reserve fund. However, the Board is going to work with Crest and perform a reserve study on all common area property to assess the amount needed for a reserve account.

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION
DECEMBER 13, 2016
PAGE 2**

It was mentioned that streetlights need to be installed in the new section with funds from the CD. This is one of the top priorities.

There was an update on the tax for 2014. The association is working with the Certified Public Accountant (CPA) to get the 2015 tax return filed and the hope is to have this completed in a week or shortly thereafter. The extension filing date is February 15, 2017

The 2016 budget for trash income was \$331,000.00 in the expense category it was listed on the budget in the amount of \$295,000.00, however the actual expense is \$342,000.00. Total homes to be counted to ensure any vacant lots and abandon homes are excluded from billings.

Eric Bunsey reported that he would like to see a budget working group. The group would be board members that signs checks and/or have no committee budget. Board Members who chair committees with budgets would present a modified budget for the remainder of the year to the working group. The working group would present the modified budgets to the full Board for consideration and approval.

COMMITTEE REPORTS

Grounds and Maintenances

Irrigation Proposal

Joe Tipton reported there are three (3) proposals for the moving of the 2" irrigation line at the entrance to the community. The most reasonable proposal was from the current landscape contractor Protex.

Pool Repairs

Joe Tipton reported he had a proposal from Greater Houston Pool Company to repair additional leaks found regarding the pool. He reported currently the building at The Sports Park is nearing completion.

Street Sign

It was reported a street sign needs to be replaced. The Board explained the decorative streets signs come from Signs Etc. Joe Tipton will obtain the sign.

Lights at Bridge and Gazebo

It was reported the lights at the gazebo and bridge are now working after repairs were made.

Landscape Maintenance Contract

Joe Tipton reported that for the months of January, February and March the parks are not scheduled for maintenance per the Protex contract. By reducing to one mowing for the month of January, February and March this will keep RP on budget. He will work with the company on the March mow, but the total for January and February would be \$1,410.00 per month totaling \$2,820.00. A motion was made, seconded and unanimously approved for Joe Tipton to negotiate with Protex Landscape Company.

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION
DECEMBER 13, 2016
PAGE 3**

Security and Safety

The Board wants to plan for foot patrols in January. Also, there was a discussion regarding the need to have a constable at the Santa @the Gazebo. Constable DeForest explained that the proposed route would not be possible due to the traffic. Constable DeForest will have officers present to direct traffic at the Santa event.

Special Events

The Board discussed the traffic problems with having a table at Santa at the Gazebo. A motion was made, seconded and unanimously approved there will be no table, hot chocolate or cookies at the event. A motion was made, seconded and unanimously agreed there will be a tree, chair and stockings for Santa to give to each child.

Communications and Technology

A motion was made, seconded and unanimously agreed to cancel the Association Voice. It was also agreed that the association will have Crest Enhanced version for the homeowners which will do everything that Association Voice would have done. The cost is \$100.00 a month and the Board feels like this is a good expenditure for the association.

Architectural

Mike Lee reported that for the month there were eight (8) applications. There were six (6) approvals, one (1) still in pending and one (1) denial due to placement.

Compliance

Mike Lee reported he joined Crest Management on their inspections of the community, there were approximately one hundred eighteen (118) homes cited for violations, nine (9) demand letters and seven (7) force mow letters.

NEW BUSINESS

Nominations for Board

Jamie Goodman reported the mailing for people wanting to seek election to the Board of Directors at the annual meeting has been completed. The nomination forms will be due by December 29, 2016. The annual meeting is set for January 26, 2017 at 6:30 p.m.

By-Law Amendment Committee

Jamie Goodman reported the Chairperson for the by-law amendments sent the corrections, however the Board did not have enough time to review them. The amendment will also be sent to the association attorney for review. The board should be prepared to discuss and vote in the next meeting.

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION
DECEMBER 13, 2016
PAGE 4**

Association Owned Real Estate

Jamie Goodman reported the real estate owned by the Association is of no value to the Association. The property tax value is listed at \$5,000.00. After due discussion, a motion was made, seconded and unanimously approved to place the real estate for sale at a price of \$20,000.00.

Letter from Previous Board Member

Jamie Goodman explained she was asked to read a letter in open session of the meeting received from a homeowner. She proceeded to read the letter concerning a \$1,000.00 donation for flood victims that was received from a business made out to RPCIA. The check was deposited and a check from RPCIA was made out to a board member assisting with flood victims. This board member was instructed to provide receipts and to date had not produced said receipts. This letter is requesting the association receive receipts immediately. Should the receipts not be received, they will file a complaint with the State of Texas.

HOMEOWNER INPUT

The floor was opened for homeowners' input. One resident explained that the six (6) month grace period for the flood victims has passed but still needs more time. The Board explained if residents are actively working on their homes the Board will work with them. Residents who have not begun their work and are not maintaining are being addressed.

A resident expressed her appreciation to the entire community for helping them during the hardship of the flood and invited them to an open house to view the improvements.

Constable Deforest spoke and explained he is accustomed to having his time sheets turned in Monday and checks on Tuesday. The new process was explained to him. The procedure will be, the constables will turn in time sheets no later than Monday and checks will be mailed on Friday.

At 8:14 the Board Adjourned to Executive Session

At 8:46 p.m. the Board Adjourned into Open Session

During Open Session the following items were discussed and or voted on

The board discussed Fairway Village Shared Use Agreement.

A motion was made, seconded and unanimously agreed to accept the contract with Protex Landscape Company to move 2" irrigation line for a cost of \$5,500.00.

A motion was made, seconded and unanimously agreed that a certified letter be sent, giving the board member 10 days to comply with regards to the \$1,000.00 donation.

Jamie Goodman reported that she is continuing to work on obtaining insurance coverage for the erosion damage. She will notify Blackburn of the status.

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION
DECEMBER 13, 2016
PAGE 5**

The Board reviewed a letter requesting reimbursement for legal fees due to an argument posting on a non-association web site. A motion was made, seconded and unanimously agreed to respectfully decline to reimburse. This was an issue between two people and not related to the association.

With no further business to come before the Board, a motion was made, seconded and unanimously approved to adjourn the meeting at 9:21 p.m.

Signature

Date