



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

NOVEMBER 22nd, 2016

The Board of Directors of the River Plantation Community Improvement Association, Inc. ("RPCIA") held their regular meeting on November 22nd, 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 at 6:31 pm.

The following Board members were present: George Gilmer, Linda Schneider, Steve Schneider, Jamie Goodman, Mike Lee and Annie Altenhofen. Steve Dresel and Eric Bunsey were not in attendance.

MINUTES:

October 25th Amended minutes – Approved by members of the board in attendance.

October 27th minutes – Approved by members of the board in attendance.

November 8th minutes – Approved by members of the board in attendance.

EMAIL VOTES:

- No activity between meetings.

TREASURER REPORT:

Jamie provided the treasurer's report. Waste management budget overage was identified. The fees are charged by the lot and the count has increased from 1234 to 1444. This occurred in July of this year. Jamie is investigating why it changed – Waste Management representative for RP (Shana Lopez) hasn't communicated the origin of the new count. Crest should be able to provide an accurate count based on compliance drive-arounds to avoid paying for vacant lots and homes. In addition, Waste Management increased the fees for each home by \$.30. Both of these resulted in approximately \$4,000 more per month for our trash service. The board is seeking to have the counts updated and accurate to reduce billing. In addition, WM has confirmed that we can notify them of homes that should not receive service due to non-payment and they will not pick up – in the past, it has been communicated that they were unable to provide this level of service.

Consolidated Communications bills have been reviewed and it was determined that the RPCIA office had two DSL lines. This was determined to be unnecessary and one DSL line has been terminated. The phone number remains the same and the bill will be reduced by over half per month. Currently, the pool has DSL and phone service and Joe is checking on requirements for 911 line and DSL should be terminated. In addition, as construction continues, an alarm system will not be necessary. George and Steve D will evaluate prices for services when appropriate.

Eric continues to work with Crest to complete the filing of RPCIA documents. Crest expects to have their resident system operational by this week with RPCIA resident information.

Eric will provide a full report at the next meeting.



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COMMITTEE REPORTS

President's Report - Jamie Goodman

Crest has board member classes and is inviting RPCIA board members to their next class on December 6th at 6:00pm. This is a free class. Please notify Jamie if planning on attending.

Jamie has been in communication with residents on the By-Law review committee. Meeting held on Monday went very well and the updated copies will be forwarded to board members for review and approval. Jamie was encouraged by progress and input from the community.

Our next election is January 26th and we need to send letter to community asking for nominations and then additional letter announcing the candidates. Joe Tipton, Steve Schneider and George Gilmer are up for re-election and all intend to run for a position on the board. Jamie to confirm with Crest the timeline and dates to ensure we provide adequate time for homeowners to participate and vote.

Park and Pool - Joe Tipton

Joe provided estimates to have trees removed at the Pool and Tennis courts. Martine provided insurance as a quote for \$650.

MOTION: Have dead trees removed from the Pool and Park area. Seconded and passed.

Plumbing work on the Pool house begins next week.

Leak detection was completed on the pool and they found 4 leaks in 4 skimmers. Joe is suggesting that we get additional estimates for repair work. There are approximately 6-8 skimmers and 4 were repaired in June/July after the flood. Joe will contact DS Rec for estimate.

Joe looked at the Gazebo for the damage to the ramp and railings. He is going to repair the Gazebo – but it needs to be power washed. Annie offered to complete. Steve S asked about lights – they don't appear to be coming on. Joe to check on timer and functionality.

Annie indicated issues with electrical at the pavilion. Joe indicted this was a breaker in the life guard shack. Annie and Joe will visit the park to determine if all is functioning and confirm that breakers are accessible.

Grounds and Maintenance - Joe Tipton

Joe had Protex provide a bid on repairing the irrigation at the front of the subdivision by our sign and the plantings on the south side of street. This would include moving a 2" pipe to the other side of the road; putting in 6-7 zones on the north side by the sign; reconfigure the sprinklers on the south side. Total is \$5800. Additional bids will be sought.

Protex has provided an estimate to Force Mow a front yard for \$40. Board would like to choose one vendor for force mow to conserve on costs as vendor used in the past was much higher.

MOTION: Use ONLY Protex to force mow at \$40 per front yard not to exceed \$80 for front and back (golf course) mow. Seconded and passed.



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Letter to landscapers regarding debris in the parks was discussed and shared with Mike and Joe. Letter regarding Block Captains was discussed and tabled until Steve Dresel is available to review. Bernadette is translating Landscapers meeting for distribution to the landscapers.

Dumpster at the Pool house is being used to dump local trash. In addition, the fee has risen to \$175 per month. Joe to contact WM to negotiate prices. In addition, Annie to look into a sign to have affixed to the dumpster to prohibit dumping.

Joe indicated that he is purchasing a blower for use on the tennis courts. This was damaged in the flood and paid for by insurance. Estimated cost is \$150.

ACC - Mike Lee

2 applications approved. 2 additional in review.

Compliance - Mike Lee

Mike reviewing house on Foxcroft with piles of trees and limbs that were cut down.

Resident requested inspection of home due to FEMA requirement that HOA approve rebuild after flood.

Annie communicated that resident would like to create lending library and put in park. Board thought that would best suited near the RPCIA building. Will communicate to resident.

Jamie asked about lot at corner of RP and Brandon road that is owned by RPCIA. She would like to investigate getting a value for the lot.

MOTION: Get lot value from local real estate professionals to determine feasibility of selling lot. Seconded and passed.

Special Events - Annie Altenhofen

Santa has been contacted and will be at Gazebo on Sunday, December 18th from noon – 4. This will allow for pictures, snacks and a stocking/goody bag for children. Anticipated being under ½ budgeted cost. Steve D will be notified that we will need 2 constables for parking/traffic concerns.

Holiday lights should be installed this week or next. Annie requested key to RPCIA building to access signs and lights for holiday lighting. Mike provided key.

Communications and Technology - Annie Altenhofen

Continued work on website and populating database with member names and emails. Suggestion was made to allow site to be live and allow for residents to request their access. Annie to determine timing and communicate to board. Will look for Santa to arrive by firetruck or convertible or other such means. Joe is aware of debris in park and will have Protex remove leaf piles and will look into removing downed tree.

Newsletter has not been started as without accurate addresses, the information is likely to be outdated by the time we get updated addresses.

Safety - Steve Dresel



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Steve was not present. George suggested a security system for RPCIA office and indicated special pricing that would be within committee cost approval. The system is self-contained and incurs a \$14.99 monthly monitoring fee. It was also suggested that we utilize the similar at the pool house if it could include surveillance. This will be further investigated as construction is completed. The system does not include a door lock system but a suggestion was made to have double dead-bolt. No action was taken on door lock.

It was also decided that we allow the occupants of the Tennis Pro Shop to fund their own alarm system as is normally done by those that rent retail space in another's building.

It is agreed that we will continue to maintain video surveillance 24/7 that will be stored in the event that it is needed to explain unauthorized access to the pool area.

MOTION: Purchase SimpliSafe system at approximately \$400-\$500 to include keypads, motion detector, siren, panic button, glass break sensor and key fobs. Seconded and Passed.

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:

- Anne Troyer
 - Anne wondered if IMC has kept adequate records to ensure that residents with legal action are billed for the fees. Crest is reconciling accounts and board has yet to determine accounts are accurate.
 - Can minutes be posted that were ratified after the nullification? Minutes are missing. Annie to identify and post.
- Bernadette McElroy
 - Shared concerns that there are cars and trailers and equipment being parked in the parks. Suggestions were park benches and boulders.
- Cynthia Burns
 - Happy to support the board and wants to volunteer to help on events committee. Annie confirmed information and will communicate to provide opportunities.

OLD BUSINESS:

- Transition to Crest continues.

NEW BUSINESS:

MANAGEMENT REPORT:

No management report provided.

CONSENT AGENDA:

None at this time.

EXECUTIVE SESSION:

The Board adjourned into Executive Session at 8:35 pm and conducted the following discussions:



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- Discussion surrounding Crest provided confidentiality statement and all members present signed the statement.
- Discussion surrounding Holt & Young providing single resource to provide collections support.
- Discussion surrounding insurance claim and the erosion at the front. Board to continue work with insurance.

The board resumed open session at 8:58

NEXT MEETING:

The next Board meeting is scheduled for Tuesday, December 13th, 2016 at 6:30pm at the River Plantation office. General meeting resumed and summary of executive session was given. Meeting was adjourned at 9:00 pm.