

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION
JANUARY 10, 2017**



A meeting of the Board of Directors of the River Plantation Community Improvement Association was held on Tuesday, January 10, 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, Eric Bunsey, Mike Lee, Linda Schneider, Steve Dresel, Joe Tipton, Annie Altenhofen and Steve Schneider.

Also in attendance was Dolores Sue representing Crest Management.

With a quorum being established, the meeting was called to order at 6:36 p.m.

Homeowners Present: There were eight (8) homeowners present.

MINUTES

A motion to approve the minutes of the December 13, 2016, seconded and unanimously agreed.

ACTIONS TAKEN BETWEEN MEETINGS

There were no actions taken between meetings.

TREASURER'S REPORT

The year to date balance of the Operating account with Woodforest Bank is approximately 23,000.00 that need to be transferred over to the Mutual of Omaha account. The Waste Management payment is automatically withdrawn from this account and Crest will be transferring the Waste Management withdraws to Mutual of Omaha. Eric will have the operating account funds transferred from Woodforest Bank to Mutual of Omaha.

Eric reviewed budget accounts. There were many misclassifications that Crest corrected. (Crest has hired a fourth person, at no extra cost to RP, to ensure the accounts are correct.) He reviewed all categories and expenses on the General Ledger Report.

A discussion was held about Protection 1. Jamie Goodman will be cancelling the account. (See Security)

The tax return has been completed and Eric Bunsey will sign the return. Eric Bunsey reported that Crest Management was still going through the conversion cleanup. Crest is researching every account to ensure that they are correct. The December 2016 preliminary financials had been received. The Mutual of Omaha account balance was \$49,034.68, with the Woodforest Operating account stated on the Balance Sheet at \$36,128.78 but having an actual balance of \$50,582.68. The reserve account at Woodforest reported on the Balance Sheet at \$123,148.16 is actually at a balance of \$114,303.89. There is a petty cash account in the amount of \$201.45. The board is going to research the petty cash account. It was requested that the final December 2016 Balance sheet reflect the proper account balances.

Eric reported that he is investigating the Service Fee Deposit for \$42,003.64 listed on the Balance Sheet under liabilities. It is a carryover from previous years. This item was an exception noted by the auditors in a prior year-end audit. - It is the goal of the board to resolve the issues with the financial accounts.

He reported that Wood Forest Bank has to correct the signature authority at the bank. The signers on the account will be Jamie Goodman and Eric Bunsey. The bank is needing a letter and minutes from the November meeting of removing Steve Durham of IMC and to remove Christian Bush and Linda Schneider as signers on the account. A motion was made, and passed, to remove Christian Bush and Linda Schneider and Steve Durham as signers to the account.

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COMMITTEE REPORTS:

Grounds and Maintenance

The pool is still leaking. American Leak Detection repaired leaks in July. It has been discovered that there are more leaks in other areas that were not detected previously. American Leak Detection was called out and found 4 leak locations. Joe Tipton feels it would be in the community's best interest to get a second opinion. Hydro Tech recommended Alan Hensley for leak detection. A motion was made, seconded and passed to get a second opinion on leaks at the RP Pool.

It was explained that the current landscape company Protex was authorized to proceed with irrigation repairs per the estimate of \$5,500.00. The Golf Course irrigation line was cut and additional erosion was caused when the water was turned on. The irrigation repairs have stopped until authorization from the Golf Course owner.

There was vandalism at the pool house. The glass on the door was the origin for the break-in. The cost to replace the glass was \$300.00.

Joe Tipton reported the sheetrock and insulation has been installed and painting has begun. The floors in the pool house are being finished. The goal of the completion of work is before February 1, 2017.

Joe Tipton also reported the roof on the pool house needs repair. He currently has placed a sheet of metal to prevent water from entering the building. He presented the board with 3 bids from Brendan Homes, ASAP Roofing and Texas Engineered Roofing.

Joe Tipton reported he wanted to obtain one more proposal tennis court lights.

It was reported the basketball court needs repair. Joe Tipton will obtain quotes for patching the courts and present them to the Board of Directors.

Letters to be handed out to landscape contractors will be reviewed by the community attorney.

Special Events

Annie Altenhofen reported Santa at the Gazebo event went over well. Stockings were handed out with candy in them. There were approximately 80 stockings. There was a suggestion the 2017 Santa at the Gazebo be December 9, 2017. The Board will investigate to see if that conflicts with the Conroe parade. There will be further discussion to provide extra activities for children and a better way to park during the event.

The lights on the gazebo were tripping the breaker and it was discovered the company that installed the lights left the wires open to the elements. Steve Schneider was able to repair the lights.

The next community event will be Easter. Annie Altenhofen will e-mail the Board with possible dates.

Annie will submit dates for all 2017 Special Events to the Board to be approved and posted on the Community Calendar.

Communications and Technology

The Board asked that Annie post on the Community Calendar all dates when homeowner fees are due. Due to inquiries from homeowners, Annie was asked to post all agendas with the minutes.

Jamie Goodman explained the Agenda process. Crest Management will send a preliminary agenda to Board and any changes will be given to Dolores. Dolores will send finalized agenda to Annie to post on the RP website. This is the same process for the minutes.

Annie was asked to post bios of the election nominees.

A link to the Crest Management website will be put on the RP website. Jamie Goodman will email to Annie.

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Security And Safety

George Gilmer installed a new alarm system in the RPCIA building and codes to enter the building have been sent to each board member. The alarm system replaces the Protection 1 system.

Steve Dresel reported there has been a very active month in RP regarding security. Regarding the vehicle burglaries there has been suspects arrested and some of the property recovered and returned.

There was one home burglary. The country club experienced 3 brake-ins. The C Store also experienced a burglary. The constable's office has identified suspects.

Architectural Committee

Mike Lee reported there were 3 approvals. There is one application pending until more information is received. Quite a few consultations over the Holidays.

Compliance

Mike Lee reported that there were 182 new deed restriction violations noted and 22 certified demands made to homes with violations. In the demand letters, there were quite a few force mows. There are still many abandoned homes. The abandoned homes are being addressed with the attorney.

Mike Lee explained the very structured process that Crest performs on the community inspections. Crest is recording photos with dates and stamps and every letter sent is recorded in order to take action on the homeowners that are not in compliance.

Dolores from Crest Management thanked Mike Lee for his time driving with Crest through the neighborhood. His knowledge of the RP was invaluable.

New Business

Jamie Goodman asked for a moment of silence for Ann Troyer, a past Board Member who recently passed away.

Jamie Goodman explained after the mail out there were 92 returned envelopes. She and Mike Lee drove the neighbor to investigate each home that had a returned envelope. The Municipal Utility District East is going to supply River Plantation with the address they are supplying water to and River Plantation Municipal Utility District has already supplied their addresses they are serving water to the association. Robert McLeroy obtained a listing from the county and a cross referencing is being done to ensure the correct address on the envelopes returned. This will also allow the Board to have a listing of trash service to Waste Management.

The Meet and Greet of candidates will be on January 24, 2017 at 6:30 pm in the RP Country Club.

Jamie Goodman reported there is one written proposal on the lot owned by the Association located on Brandon Road and one verbal proposal.

By-Law Amendment Committee

Jamie Goodman asked the Board to have a special meeting to review the by-law amendment changes provided by the committee. A motion was made, seconded and unanimously approved to hold that meeting on February 6, 2017.

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Next Meeting Date

The next meeting is the annual meeting and election January 26, 2017, 6:30 p.m. at the RP Country Club.

The next Board meeting was scheduled February 14, 2017. However, since that is Valentine's Day, the meeting was rescheduled for February 7, 2017 at 6:30 in the RPCIA building at 451 River Plantation Dr.

HOMEOWNER INPUT:

The floor was opened for homeowners' input.

There was a question about a shed. Mike Lee stated he will verify and take care of the situation and make sure an application is on file.

Parking in the Parks was discussed. It was reported by Mike Lee it is ok for a guest to park at the park but long term parking is not allowed.

The Board was reminded the tennis league begins in February. They would appreciate the restrooms being ready and usable.

A resident stated there is a tree obstructing the light from the street light. Joe Tipton will review and take any needed action for this issue.

Someone asked if people are playing on the basketball courts, how do you know they live in River Plantation? The people playing ball are leaving trash and water bottles. There is no way to monitor if the individuals playing on the basketball courts. The tennis pros are working with basketball players to encourage cleaning up trash left on the courts.

A resident reported they are observing many homeowners with trash cans at the streets and asked if we still have backdoor pickup? Jamie Goodman reported that yes, RP residents pay for Waste Management to pick up from homeowners backdoor. Lawn debris must be brought to street. There has been a problem in the last couple of months with pickup from Waste Management. The issues are being addressed and Jamie Goodman and Joe Tipton will be meeting with the trash company to obtain a clear understanding of the rules of pick. Annie Altenhofen will post the guidelines of trash pickup on the web site after the meeting with Waste Management representative.

Homeowner asked if there is follow-up with the one mile road repair with the county. It was reported that Joe Tipton and Mike Lee are setting up a meeting with the county to determine the process and time the road repairs can be done.

Homeowner complained about a tree with pine bark beetles on Braxton Bragg and Florida Park. Joe Tipton will locate the tree and evaluate action.

A resident reported that a transformer blew out and no one ever retrieved the old transformer. Crest will contact Entergy to pick-up.

A question was asked about solicitors. Residents were advised to call the constable and report suspicious vehicles in neighborhood.

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At 8:09 p.m. the Board Adjourned to Executive Session

At 9:25 p.m. the Board Adjourned into Open Session

During Executive Session, the following items were discussed and or voted on

There will be action on an address that may have squatters on the property.

The Board discussed proposals on a new roof for the Pool House. A motion was made, seconded and unanimously agreed to accept the contract with ASAP Roofing for a cost of \$4,200.00.

A motion was made, seconded and unanimously agreed to obtain an appraisal for the lot owned by the association prior to accepting any offers on the lot.

The Board discussed new erosion caused from the irrigation repairs, in part, by an attempt of the current landscape company to relocate parts of the line that irrigated portions of the golf course property in the front of the subdivision.

A cap was not placed on the irrigation line cut by the current landscape company and when told by the property owner to stop all work and leave the property subsequently resulted in uncontrolled and sometimes undirected water distribution controlled by an unattended, electronic and mechanical timer which caused more erosion to the golf course until discovered then halted.

Jamie Goodman prepared a proposal to present to the Golf Course to repair the erosion at Stewarts Creek. In the proposal, the current landscape company agreed to pay for repairs in the new erosion location and the association agreed to pay for some of the repairs in the area affected in 2014, 2015, and 2016 caused by the association's water line erosion. A motion was made, seconded and unanimously agreed to present the proposal to the Golf Course owner.

During the previous meeting the Board was asked for receipts for a check written to a Board Member to aid homeowners affected by the May 2016 flood. Those receipts were presented. The same Board Member presented a check from Gullo Ford made payable to the RPCIA, dated June 14, 2016, presented for the benefit of the May flood victims that had never been utilized. This check was turned over to Jamie Goodman.

A motion was made, seconded and unanimously agreed to have the restrooms and sports center cleaned at a cost of \$25.00 per week.

There will be revised hours of the constable.

With no further business to come before the Board, a motion was made, seconded and unanimously approved to adjourn the meeting at 9:31 p.m.

Signature

Date