

**RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION, INC.**

**Board of Directors Meeting**

**March 14, 2017**

The Board of Directors meeting of River Plantation Community Improvement Association, Inc. was held on the above date at the River Plantation Office located at 451 River Plantation Drive in Conroe, Texas 77302.

**Directors Present:** Jamie Goodman, George Gilmer, Linda Schneider, Steve Dressel, Steve Schneider, Mike Lee, Joe Tipton (arrived at 6:53 pm)

**Directors Absent:** Annie Altenhofen, Eric Bunsey

**Also in Attendance:** Bridgett Cummings representing Crest Management, as managing agent, and two homeowners.

**Call to Order:** Due notice having been given and a quorum being present, the meeting was called to order at 6:33 pm.

**Special Announcement:** Director Goodman notified those in attendance that the Community Manager, Dolores Sue passed away today. Director Gilmer said a prayer for Dolores and her family. Bridgett Cummings is the new community manager.

**Approval of Minutes:** Minutes of the Board of Directors meeting held on February 7, 2017 were presented in written format. A motion was made to approve the minutes as presented. The motion was seconded and carried.

**Decisions Made Between Meetings:** No decisions were noted as being approved between meetings.

**Financial Report:** Director Goodman and Ms. Cummings reviewed the financial statements for the period ending February 28, 2017 noting total cash of \$189,452.46 and accounts receivables totaling \$523,914.17.

Director L. Schneider noted that the quarterly assessments were billed all at one time rather than as they become due each quarter. This creates an inaccurate image of the Association's receivables. Agent advised she would research whether this can be corrected for the current year.

The Board requested agent confirm whether any records were received from the prior management company with regards to the petty cash account shown on the balance sheet. If not, the \$201.45 should be written off.

The Board requested additional information be provided for an expense coded to General Repairs and Maintenance. Agent will provide details by email.

The Board explained to Ms. Cummings the status of the flood insurance claim and related repairs to the Sports Park. The Board requested agent confirm that all related expenses have been allocated correctly on the financial statements.

The Board requested agent provide a list of the CPA adjustments that were reflected in the year-to-date expenses.

**Committee Reports: *Security and Safety*** – Director Dressel noted he has begun to map out all streetlights. Information being documented includes which lights require repairs, the pole style as there are several styles

throughout the community and locations where additional lights should be installed. Director Dressel agreed to finalize his map by March 23, 2017. Director Tipton agreed to map out locations for new streetlights in the new sections and will complete it by the same deadline.

Director Gilmer reviewed the alarm system he recommends be installed at the pool, which includes a siren, smoke detector, two motion detectors and eight entry points. The cost for hardware is \$454.86 and the monthly monitoring cost is \$14.95. Director Gilmer would install the system at no charge.

A basic alarm system has already been installed at the office. Director Gilmer suggests it be upgraded to include a siren and smoke detector. The total cost for the office system (including reimbursement to Director Gilmer for what he has already paid out of pocket) is \$379.79. It is also recommended to upgrade the monthly monitoring package to \$24.95.

A motion was made to approve both alarm systems as described by Director Gilmer. The motion was seconded and passed unanimously.

Security cameras were discussed, but no decisions were made.

**Grounds Maintenance** – A proposal from Cypress Creek Mosquito Control was presented for weekly mosquito fogging. After discussion, the Board requested agent obtain competitive bids for this service along with options for larvaciding.

**Park and Pool** – Director Tipton reported the building has been painted and that gutters are being added. During the project, all unused electrical wires have been cleaned up and removed from the exterior of the building. Still to be completed are cabinets and countertops in the lifeguard room, which will be done before the pool opens.

Proposals were presented to pressure wash the pool deck, sidewalks and concrete patio. The Board selected Endeavor Services at a cost of \$650.00.

Director Goodman purchased 10 yards of kiddie cushion for \$175.00 at auction. Motion was made to reimburse this expense and to authorize \$350.00 to hire someone to spread the product at the playground. The motion was seconded and carried.

A proposal was presented from BWH Enterprises to replace 18 lamps and 1 ballast at the tennis courts at a cost of \$3,090.54. If it is determined that additional ballasts must be replaced, the cost will be \$205.00 each. A motion was made to authorize the work by BWH Enterprises. The motion was seconded and unanimously approved.

A proposal from BWH Enterprises was presented to install 5 poles with LED lights at Tom Phillips Park at a cost of \$6,185.00. After discussion, the Board requested a proposal by submitted to correct the current electrical rather than install new.

The gazebo roof is in need of repairs. Director Goodman will get a bid for this project.

Three proposals for the pool management contract were presented. Motion was made to renew the contract with the current provider, DS Recreational Services at an annual cost of \$43,490.00.

The report from American Leak Detection was discussed. The Board was unable to locate another company to perform a leak detection to compare the results. Motion was made to approve the repairs by American Leak

Detection at a cost of \$3,525.00 contingent upon confirmation the warranty period begins the date of repairs, not the date of the initial findings. The motion was seconded and carried.

**Special Events** – Coffee with Friends will be held on the 4<sup>th</sup> Saturday of each month beginning in April. This new event will give residents the opportunity to chat with the Board in a relaxing environment. It has been added to the online calendar of events, which is up to date.

There will not be fireworks at the annual 4<sup>th</sup> of July celebration. The Board is considering alternate entertainment options and will discuss again at the next Board meeting.

**Communication and Technology** – No report was given.

**Architectural Committee** – Director S. Schneider reviewed the applications processed for the month, as well as those pending decision.

**Compliance** – Director Lee reviewed the deed restriction violation summary noting 381 active violations and 113 closed during the March inspection.

**Policy and Procedure** – No report was given.

**Homeowner Input** – The floor was open to the homeowners in attendance. No comments were made.

**Adjournment:** The meeting adjourned into Executive Session at 8:19 p.m.

**Executive Session Summary:** During executive session, the Board discussed the Use Agreement with Fairway Village. Attorneys for the two entities are negotiating a release from the Agreement.

The legal status report was reviewed. The Board authorized posting account numbers 2560400120, 2560400105, 2560900282, 2560500148, and 256FV0100071 for foreclosure due to nonpayment of assessments. The Board authorized filing a lawsuit for nonpayment of assessments against account number 2560400157.

The deed restriction inspection report was reviewed. The Board authorized referring account numbers 2560400087, 2560300056, 2560500123, 2560500032, and 2560500145 to the attorney for noncompliance with the restrictions.

**General Session:** The Board reconvened general session at 9:03 p.m.

The Board reviewed the fee schedule for Hoover Slovacek. Motion was made to hire the firm for all corporate matters and to continue working with Holt and Young P.C. for all collection and deed restriction matters. The motion was seconded and carried.

There being no further business to come before the Board, the meeting adjourned at 9:11 p.m.

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Authorized Officer

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Date