



**RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION,  
INC. Board of Directors Meeting  
November 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, Mike Lee, Linda Schneider, Steve Schneider, Eric Bunsey, Joe Tipton, Steve Dresel and George Gilmer.

**Directors Absent:** Annie Altenhofen

**Also in Attendance:** Tammy McMillan representing Crest Management, as managing agent.

**Call to Order:** Due notice having been given and a quorum being present, the meeting was called to order at 6:30 pm.

**Executive Session:** Homeowners were excused at 6:30 p.m. for an executive session.

**Reconvene Open Session:** The open session reconvened at 7:54 p.m. and Director Goodman explained the change in the agenda/procedure was to discuss the litigation strategy with the Attorney's who were present to discuss legal strategy with the Board.

**Summarize Executive Session:** Director Goodman then provided an oral summary of what transpired during executive session noting discussions with legal counsel regarding strategies of the ongoing litigation and the Board met with a homeowner who requested a hearing. The Board also met to discuss contractual matters as requested by a vendor.

**Resignation:** Annie Altenhofen submitted her resignation which was accepted effective immediately.

**Approval of Minutes:** Minutes of the Board of Directors meeting held on October 10, 2017 were approved with amendments.

**Homeowner Input:** All present were given the opportunity to address the Board.

Owner requested a status of the litigation with the golf course.

An owner requested information relating to building on a lot and was advised individual owner discussions are not discussed in Open Session but he was invited to speak to the Board in Executive Session.

**Treasurer's Report:** Director Bunsey reviewed the October financial statements. As of October 31st the total cash was \$271,698.94. \$28,101.00 of the total was collected from the RPCIA drop box. A separate general ledger account to track the flood expenses was created in August and is valuable for budgeting purposes. He recommended a reserve account specifically dedicated to flooding preparations moving forward. As of October 31, the total flood expense is \$13,001.24 and donations of \$4,726.12 from GoFundMe. The portable toilets at the Sports Park should be filed with the insurance expense.

Director Bunsey reviewed the budget variance and reported the CIA is over in administrative expense due to copies and postage and Professional Services is over budget due to Legal Corporate expense. Further, General Repairs and Maintenance is over by \$23,717.00 due to street/parking lot expense but Total Expenses are under by \$21,121.00.

Mr. Bunsey reported that a total of \$21,000.00 is due in receivables from Fairway Village and the tax return has been filed.



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**Committee Reports:**

**Grounds and Maintenance / Park and Pool** – The address on the Sports Park needs to be changed according to Director Goodman.

**Pool House/ Tennis Pro Shop** - The Insurance Adjuster has requested photos and serial numbers from any contents of the pool/tennis pro shop and for pool equipment with itemization on several occasions. Mr. Tipton will provide to Crest as soon as possible to submit to the adjuster.

**Pool** – The four (4) new pumps have been purchased but no installed. Mr. Tipton will need to be reimbursed.

**Gazebo** - The gazebo work is not satisfactory. The Board directed Crest to withhold \$1000.00 from the final invoice for repainting after the holidays.

**Bridge** - The Sheriff's Department provided the insurance information for an individual responsible for damage to the interior of the bridge from a recent accident. Director Goodman reported the total reimbursement was for \$2049.00 for the interior bridge repairs.

**Grounds** – Limbs have been blocking the ability of the recycling trucks to retrieve some owners recycling. Director Goodman has Martin Tree Service hired to trim back limbs as they are reported. The irrigation report was supplied by Yellowstone and briefly reviewed by the Board. There is no irrigation in the front of the community and Yellowstone did not inspect the gazebo area due to ongoing repairs. Director Goodman reported the irrigation leak at the golf course has now been located near an area at the gazebo. The County is bringing in fill dirt to redirect the water.

**Paving** - Ongoing. Director Dresel reported that he will be meeting with Commissioner Riley to coordinate turning over the streets to the County.

**Safety and Security** – Director Dresel reported on the status of the streetlight project. Currently Entergy is mapping the easements in the community. Owners (and Crest) need assistance to know how to report street light outages to Entergy. Director Dresel will provide information for potential posting on the RPCIA website. Entergy informed a Homeowner they do not have to pay for streetlights but that is incorrect. The fees are included in their light bill. All RPCIA residents pay this fee.

**Security** - Director Dresel reported arrests have been made in vacant homes and patrols are ongoing. Also reported is the cost for patrols are under budget for the year as of October.

**Events** – CM Tammy McMillan received a request from an Owner to rent the Gazebo for a December 23 wedding. The Board discussed and agreed to allow rentals to resume.

Director Goodman would like \$1,000.00 for landscape improvements (flowers and plants) at the gazebo to replace dead or damaged plants for the upcoming events.

After discussion, a motion was made to reallocate \$1,000.00 from the Events budget to the Landscape budget for new flowers/plants at the Gazebo was made, seconded and passed.

**Communications & Technology** – No report.

**Architectural Control** – Director Schneider 14 applications were submitted, 10 approved and 4 denied.



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**Compliance** – Director Lee reviewed the Violations Summary Report and reported out of 150 active violations, 23 were closed. Director Lee reported the biggest issue is trailers and 13 violations were written for boats. Director Lee noted he wanted to hold on violations for trailers and RV's in the aftermath of Hurricane Harvey and discussion ensued with other Board Members expressing concern for not adhering to the governing documents.

**Policy and Procedure** - No report.

**Ratify decisions made between meetings:**

The Board approved Quigley's paving estimate.

**Business:**

**Meeting for Flood Victims** - A meeting has been scheduled on November 17, 2017 for flood victims by various agencies. Director Goodman will suggest the County provide a final debris collection in RPCIA.

**Stewart's Creek** - Owner requested the status of the work at Stewarts Creek. Director Goodman stated the work is pending funding from RPCC Owner. He was paid approximately \$52,000.00 in funding by RPCIA for the project. It is not likely those funds will ever be recovered. The work was scheduled the week Hurricane Harvey hit and Commissioner Riley has made attempts to meet with RPCC Owner and the contractor in order to try and encourage the commencement of the project but RPCC Owner has not been available. Director Goodman reported the County has agreed to supply clay for areas near the bridge to help but the entire project is waiting on RPCC Owner.

**Election Process** - Director Goodman informed the Board the solicitation of candidates/nomination letters will go out the week of December 14th.

**Renewed, Amended and Restated Bylaws** - The Board discussed a draft of the Bylaws. After discussion, the Board agreed to request the following revisions;

- Maintain the current fiscal year end
- Retain the Vice President position on the Board of Directors
- Strike - Borrowing Money
- Add conflict of interest verbiage
- Eliminate quarterly meeting requirements
- Maintain the current Annual Meeting requirements

After discussion, a motion to approve the Renewed, Amended and Restated Bylaws was made, seconded and passed.

**Other Business:**

**Bids for Pool/Tennis Pro Shop** - CM Tammy McMillan provided two estimates to repair the pool buildings and pro-shop. The Board reviewed estimates and decided to table at this time in order to consider the potential for options to raise the building or complete a more flood resistant building.

**Scheduling of Next Meeting:** The December Board Meeting is cancelled due to the Holidays.

**Executive Session:** Homeowners were excused at 9:03 p.m. for executive session.

**Reconvene Open Session:** The open session reconvened at 9:58 p.m.

**Executive Session Summary:** Director Goodman summarized what occurred in executive session. The Board approved the renewal of the Crest Management contract for an additional year.



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The Board of Directors reviewed three requests submitted by homeowners to waive fees from their accounts. After consideration, the Board elected to deny request for accounts 256050043 and 256050032. The Board requested a breakdown of the fees for account 256020011 before rendering a decision.

The Accounts Receivable Report was reviewed, and the Board approved sending 211 certified demand letters for a total of \$8,440.00. In addition, the Board elected to escalate the following 38 accounts to the attorney;

2560100098	2560500160	2560400088	2560500019	2560900535	2560800266
2560100169	2560900354	2560300048	2560500059	2560900411	2560900357
2560300061	2560900370	2560100001	2560800043	2560500201A	2560900358
2560400064	2560800002	2560100130	2560900289	2560800173	
2560500138	2560300070	2560100165	2560900306	2560800204	
2561000045	2560700011	2560100251	2560900312	2560500198	
2560500141	2560400040	2560400147	2560900415	2560800200	

The Board authorized escalating the following two accounts in the Fairway Village section to the attorney; 256FV0100071 and 256FV0100054

The Board authorized filing in small claims court the following Fairway Village accounts who owe in excess of \$200.00;

256FV0100060	256FV0100040	256FV0100014	256FV0100068	256FV0100030
256FV0100003	256FV0100074	256FV0100061	256FV0100015	256FV0100064
256FV0100048	256FV0100038	256FV0100013	256FV0100008	
256FV0100024	256FV0100034	256FV0100047	256FV0100022	
256FV0100025	256FV0100027	256FV0100029	256FV0100071	

Deed Restriction Report – The Board directed Crest to put a DR hold on the following accounts; 2560400029, 2560300087, 2560500130, 2560500142, and 2560500140

The Board directed CM Tammy McMillan to contact Hoover Slovacek and request separate invoices for the case against RPCC Ownere and the litigation for the Golf Course in order to provide a detailed accounting for the Anti-Slap motion pending.

The Board discussed proposal for sale of the Tennis Courts.

There being no further business to come before the board, the meeting adjourned at 9:58 pm.

Authorized Officer

1/10/2018

Date