

River Watch Homeowners Association of Hillsborough Inc.  
Board of Directors Monthly Meeting  
Beef O'Brady's  
4330 Bell Shoals Road, Valrico, FL 33596  
April 19, 2017

**Call to Order**

**Quorum Call, Notice of Meeting:**

Margaret C., President called the meeting to order at 7:00PM.

Directors present were:

Margaret Cabral – President  
Susan Flynn – Vice President  
James Pulkowski – Treasurer - Absent  
Judy Serra - Secretary  
Victor Schott – Director-at-Large

Committee Members in attendance were:

Denise Akers – ACC Chair - Absent  
George Cabral - ACC  
Dawn Collao - ACC  
Kristen Rzasa – ACC  
Carol Livingston, Landscape Chair  
Judy Serra, Website Chair  
Kara Rutherford, Welcome Chair – Absent

Also in attendance were:

Jon Grass, GPI  
Debbi and Larry Ganbin, Homeowners

**Review and Adoption of Minutes**

Motion made by Margaret C. 1<sup>st</sup> and Susan F. 2<sup>nd</sup> to accept the amended minutes from the March 2017 meeting. Motion carried unanimously.

**Reports:**

**ACC: George Cabral**

The following requests were submitted and approved:

- 9630 Greenbank Dr – re roof
- 9622 Birnamwood Dr - paint
- 12307 Breton Oak Ln – additional concrete borders
- 12606 River Birch Dr – re roof
- 12545 River Birch Dr – re roof

- 9403 Clover Glen Dr. – Tuff Shed request – does not meet requirements and has been denied. GPI will notify homeowner with information about the denial.

Motion made by Judy S. 1<sup>st</sup> and Margaret C. 2<sup>nd</sup> to accept ACC recommendations. Motion carried unanimously.

**Landscape Committee: Carol Livingston**

Margaret C. and Carol L. met with Aaron at BrightView to discuss the specific details to redesign planting at the entrance. He proposed \$1,200 for the redesign. Motion made by Margaret C. 1<sup>st</sup> and Susan F. 2<sup>nd</sup> to accept the proposal. Motion carried unanimously. Carol will contact Aaron.

**Welcome Committee: Judy Serra for Kara Rutherford**

Welcome packets delivered to the following new homeowners:

- 9602 Birnamwood Dr.
- 9630 Greenbank Dr.
- 12511 River Birch Dr.

**Website Committee: Judy Serra**

To enhance the web experience (viewable on tablets and phones in addition to computer) and to introduce new search capability, Castaway Web Design recommends we adopt a responsive website design vs. the old template design. This is at a cost of \$450 for a one time redesign. Then, some of the current documents can be made into webpages which will become searchable. Though the search capability cannot search pdf documents, it can search webpages, so a next step would be for the BOD to prioritize which documents should be converted to webpages. Motion made by Judy S. 1<sup>st</sup> and Margaret C. 2<sup>nd</sup> to accept the proposal from Castaway Web Design. Motion carried unanimously.

**Legal:**

**Collections:**

- Item 1 – Received a check in the full amount.
- Items 2 and 4 – in process of filing the foreclosure lien.
- Item 3 – offer for lump sum payment if interest waived. Motion made by Susan F. 1<sup>st</sup> and Margaret C. 2<sup>nd</sup> to accept the lump sum payment. Motion carried unanimously.

**Violations:**

- Item 1 – homeowner submitted a request to ACC for repaint, which was approved.

- Item 2 – Motion made by Susan F. 1<sup>st</sup> and Judy S. 2<sup>nd</sup> to go forward with attorney charging the homeowner for the attorney fees. Motion carried unanimously.
- Item 3 – corrected (mailbox replaced)
- Item 4 – no response to offer for mediation. Motion made by Margaret C. 1<sup>st</sup> and Susan F. 2<sup>nd</sup> to proceed with filing the lawsuit against the owner. Motion carried unanimously.

Violations – Policy Concerning Letters/Legal Fees – Discussion around the verbiage on the violation letter sent to homeowner. Jon will compare the draft letter to the existing letter and present to the BOD at the next meeting.

### **Management Report:**

- A&H relocated the light at the entrance.
- 9620 Birnamwood Dr. – drainage issue. GPI will solicit contractors to fix to the problem.
- Exposed wire at the front entrance. GPI contacted Outdoor Impressions and they stated they will fix it.

### **Unfinished Business:**

- **Appointment of Board Member** – Victor Schott nominated as the Director-at-Large. Motion made by Margaret C. 1<sup>st</sup> and Susan F. 2<sup>nd</sup> to accept Victor as the Director-at-Large position. Motion carried unanimously.
- **Gate Codes** – Recommendation to change the homeowner gate code and keep the existing vendor code. Motion made by Judy S. 1<sup>st</sup> and Margaret C. 2<sup>nd</sup> to accept the recommendation. GPI will initiate the mailing to homeowners.
- **Amendments** – Margaret C. will continue to work on getting the legal fees amendment revised/approved.
- **Trailer/Truck parking** – issue with renter leaving a trailer parked in the driveway. Motion made by Margaret C. 1<sup>st</sup> and Susan F. 2<sup>nd</sup> for attorney to send the homeowner a violation letter. Motion carried unanimously.

### **New Business:**

- **Review Towing Procedures** – GPI will contact Express Towing to discuss a random drive through schedule.
- **Newsletter** – August distribution. Website redesign, sidewalk parking, overnight parking, trailers/boats, flying drones, re-roof and re-paint approvals were mentioned as possible topics.
- **Neighborhood Grants** – Hillsborough County offers grants for neighborhood improvements. Margaret C. will forward grant documentation to Victor for review. All other BOD members can also review and make recommendations for proposal.

- **Transcription of Deed Restrictions** – see website report above.
- **Traffic Jurisdiction** – Margaret C. will contact HCSO to obtain a written contract for services rendered.
- **Sidewalk/Street Repairs** – see management report above.

**Homeowner Concerns:**

Debbi and Larry Ganbin 9620 Birnamwood Dr. made a request to remove an oak tree on their property due to safety reasons. GPI advised homeowners to contact Hillsborough County for a removal permit.

**Determination of the Next Meeting:**

The next monthly meeting will be held on May 24, 2017 at Beef O'Brady's on Bell Shoals Road. ACC meets at 6:15PM and Board meets at 7PM. This is a change from the May 17<sup>th</sup> date due to BOD member availability.

**Adjournment:**

Motion made by Margaret C. 1<sup>st</sup> and Victor S. 2<sup>nd</sup> to adjourn by unanimous vote at 9:02PM.

Approved by: Judy Serra

Date: 5/24/17

Judy Serra  
River Watch Board Secretary