

RIVER WATCH HOA of Hillsborough, Inc.
Board of Directors Meeting
Wednesday, MARCH 18, 2015
Beef O'Brady's - 4330 Bell Shoals Road - Riverview, FL

MINUTES

Jim Egbert called the meeting to order at 7:01 PM. Board members present were Jim Egbert, Brandi Van Engen, Casey Borst and Andy Kern. Margaret Cabral was unable to attend. Also attending was Kathleen Packham and Sharon Kline representing Sentry Management. Quorum was established and proof of meeting notice was verified.

Jim Egbert **motioned** to approve the February 18, 2015 meeting minutes as written. Andy Kern seconded the motion and the motion carried.

There were nine architectural applications to review. Several applications were received at the last minute and were not on the list Kathleen included in the Board pack. The committee was most accommodating this month, however, it caused extra work and somewhat inconvenienced the committee. Bonnie and her committee were very gracious to review all of them.

The list of applications:

Molumby	9405 Sayre	Replace fencing in backyard	
Brown	9420 Cloverglenn	Repaint house	stipulation - Option 1
Kearney	12535 River Birch	Repaint house	
Smith	9420 Sayre	Repaint front door	
Wilson	9436 Clover Glen	Replace roof	
Wilson	9436 Clover Glen	Repaint house	
Montminy	9405 Ayleshire	Repaint house	
Miller	12420 Riverglenn	Replace roof	stipulation - color Merlot
Brown	12302 Freesia	Replace side and rear windows	

At the recommendation of the ACC committee, Jim Egbert **motioned** to approve all nine applications with two having stipulations as listed above. Andy Kern seconded the motion and the motion carried.

Sharon Kline with Sentry Management was in attendance at the request of the Board. They wished to discuss some concerns. Kathleen suggested this agenda item be discussed next in order to allow Sharon to leave once the discussion was complete. The following concerns were discussed:

Website - Board felt items not on the website in a timely manner. Kathleen viewed the website during the meeting and found many categories on the River Watch website, however, the ACC complete guidelines could not be found. She will make sure this gets added. Kathleen did agree there was a delay in posting the items on the website and she will check on other items the Board wishes to have posted on the website. All items on their old website should be on the River Watch website through Sentry. The Board wants their emails posted on the website. Kathleen will ask Sentry corporate if there is the capability of creating a Sentry email address that can be linked to their personal email address so that the personal email addresses are not disclosed.

Inspections - The Board felt there was a misunderstanding on how many complete home inspections would be done every month. They thought they would be receiving two complete inspections per month. Sharon said the contract states "periodic inspections" and that typically there is one complete

inspection per month. Kathleen stated she has been to the property a minimum of two times per month. This month she has been on the property three times, spending 6-7 hours on two visits and the third visit was for 1 ½ hours.

Photos for inspections – The Board was told there were photo capabilities and photos could be sent could be sent with the violation letters. Unfortunately, the quality and size of a black and white photo was less than desirable and there was concern about the cost for color copies. The Board agreed they would accept violation letters without sending a photo of the violation. The wording of the letters could be changed to include a sentence stating a color photo can be emailed to the homeowner by sending an email request to Sentry Management. Kathleen will request the “standard wording” of the violation letter content is changed to include this information. She will also find out if owners can view their violations and photos from the Sentry website link.

Management Fee – the current management fee is the correct amount for the level of service Sentry Management is providing to the River Watch HOA.

The Association can access their website through an administrator who can make additions, add announcements, etc. The Board decided the administrator should be Margaret Cabral. Once Margaret confirms she is OK with this decision, Kathleen will arrange for her to have access as the River Watch administrator for the website.

Treasurer’s Report – Treasurer Brandi Van Engen gave a verbal Treasurer’s Report. The change of the signers on the Fidelity account is in process. Kathleen completed more paperwork for Fidelity and sent it to them last week. The operating account balance is \$150,473.58 and the reserve account balance is \$296,052.23.

Legal Update – the Board discussed the latest developments regarding the current litigation over the planned ALF at 12513 Riverglen. An attorney representing the Officers and Directors insurance policy has been assigned to the case. His name is Mark Garrison with the Lorraine Lester law firm, phone number (813) 880-5134. He contacted the Association attorney, Frank Friscia to obtain all correspondence to date on this case. The Board requested Kathleen find out if Mr. Garrison could attend the next River Watch Board meeting to discuss the case. There was discussion on why the Association would attend a mediation hearing with the owners of 12513 as there does not seem to be any room for compromise.

Proposed document changes – There was no discussion on this topic and it was tabled until a later date. (The Board may include several proposals for amendments to the documents and hold a special member’s meeting in the near future.)

Social Committee – The Community Garage Sale is set for Saturday, April 18th. The Board asked Kathleen to place ads for the sale in several publications. Riverglen is holding “Saturday in the Park” on April 25, 2015.

Manager’s Report – Kathleen had submitted a written Manager’s Report with the Board Pack. Kathleen presented a letter received by owner account # 200114 requesting the Intent to Lien Fee and interest charges be reversed. He is saying he mailed the check for his first quarterly payment but it was never received by Sentry. (Kathleen thinks he may have sent it to the previous management company in error.) Kathleen will find out when the late notices were generated for January and February of 2015. Jim Egbert **motioned** to waive the interest fees of \$8.85 and to NOT waive the intent to lien fee of \$56.98. Brandi Van Engen seconded the motion and the motion carried with Casey Borst opposing.

Kathleen asked about the cement repair that is needed at 12603 River Birch. The Board agreed it is an Association responsibility and directed Kathleen to get the repair done. She is also working on getting Vendor quotes to do other sidewalk repairs in the community including "shaving" and total replacement of some sections of cement where the buckling is too severe for "shaving."

OLD/NEW BUSINESS -

Property items

Entrance sign - Brandi will send photos to the Board members of possible styles for a new entrance sign. Kathleen asked about the new lighting that had been discussed prior to Sentry Management. The Board explained the lighting selected must follow the "scope" as it was presented for the grant money the Association was recently awarded. Andy said Margaret has the scope and she should get the scope from her. There was no further discussion on this item.

Camera system - Kathleen is waiting for a proposal from Envera. The representative just got back from vacation and will get it to her soon. Andy may also be getting some pricing information for the Board.

Electronic sign - Brandi would like to obtain prices for some type of electronic message sign to replace the current message bulletin board at the front entry. The Board directed Kathleen to get some pricing information on this type of sign, with the desired size of about four feet by six feet.

Indemnification agreement - Andy has the engineering report that is required and will get it to Margaret so that she can continue with the paperwork. (This is required so that off duty law enforcement officers can be hired to patrol the community.)

Next meeting date - April 15, 2015

With no further Board business to discuss, Andy Kern **motioned** to adjourn the meeting. Casey Borst seconded the motion and the meeting adjourned at 9:11 PM.

Respectfully submitted,

Kathleen Packham
Community Association Manager
River Watch HOA