

River Watch Homeowners Association of Hillsborough Inc.  
Board of Directors Monthly Meeting  
Beef O'Brady's  
4330 Bell Shoals Road, Valrico, FL 33596  
May 16, 2018

**Call to Order**

**Quorum Call, Notice of Meeting:**

Margaret C., President called the meeting to order at 7:02PM.

Directors present were:

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

Committee Members in attendance were:

Dawn Callao – ACC Chair - Absent  
Carol Livingston, Landscape Chair - Absent  
Judy Serra, Website Chair - Absent  
Kara Rutherford, Welcome Chair – Absent

Also in attendance were:

Becky Clemments and Fred Lockmueller, Homeowners  
Jon Grass, GPI

**Review and Adoption of Minutes**

Motion made by Susan F 1st and Margaret C. 2nd to accept the minutes from the April 2018 meeting. Motion carried unanimously.

**Reports:**

**ACC: Dawn Callao (reported by Margaret Cabral)**

The following requests were submitted:

- ◆ 9610 Birnamwood Street – Re-Roof
- ◆ 9610 Birnamwood Street – Install Solar Panels
- ◆ 12514 River Birch Drive – Re-Roof
- ◆ 9604 Greenbank Drive – Re-Roof
- ◆ 12408 Windmill Cove – White Vinyl Fence
- ◆ 12302 Freesia Court – White Vinyl Fence to match neighbor
- ◆ 9636 Greenbank Drive – Gutters
- ◆ 12503 Riverglen Drive – Wood Fence in Backyard

- ◆ 12304 Freesia Court - Shed

The following requests were submitted with stipulations:

- ◆ 12433 Windmill Cove – Wood Fence in Backyard
- ◆ 12408 Windmill Cove – Shed
- ◆ 12304 Freesia Court – Tree Removal
- ◆ 12304 Freesia Court – White Vinyl Fence

Motion made by Susan F. 1<sup>st</sup> and Margaret C. 2<sup>nd</sup> to accept. Motion carried unanimously.

### **President's Report:**

- Indemnification renewal to County on HCSO submitted. Renew on 2<sup>nd</sup> year then will have to redo.
- Put in next newsletter information on Estoppel fees when you sell house in Riverwatch.
- Complaints from residents on overnight parking on street. Signs have been placed as a reminder by front gates.
- Inquires into what is in the Welcome Packet and what should we add to include.

### **Treasurer Report – James Pulkowski**

- Meetings are scheduled for investments.
- Profit has been good for April despite various expenses.
- Some monies to be transferred from one account to another for investments.

Motion made by James P. 1<sup>st</sup> and Margaret C. 2<sup>nd</sup>. Motion carried Unanimously.

### **Landscape Committee: Margaret Cabral for Carol Livingston**

- BrightView will be installing annuals at the front entrance at a cost of \$325.72.

### **Welcome Committee: Margaret Cabral for Kara Rutherford**

No report.

### **Website Committee: Judy Serra**

- Castaway Web Design set the forwarding of email addresses for the [bod@riverwatchhoa.com](mailto:bod@riverwatchhoa.com) email address which should eliminate the issue of not receiving emails.
- An ACC email address (similar to BOD email address) has been created. Judy will contact ACC Chair to get this email working on the ACC Committee webpage.

**Homeowner Concerns:**

- None

**Legal:****Collections:**

- Item 1 – Filed and served the assessment lien foreclosure. A default has been entered against the homeowner. Drafting the motion for summary judgment. Have received and responded to an estoppel and payoff request.
- Item 2 – Hold off on Action for now. Within the initial 45-day intent to lien. The executed claim of lien will be recorded once we receive it back.
- Item 3 – Within the initial 45-day intent to lien.

**Attorney Actions:**

- Item 1 – Next step Mediation.
- Item 3 – Send letter on SOD replacement.
- Item 4 – Send 1<sup>st</sup> letter out for Fence.

**Violations:**

- No report.

**Management Report:**

- S&K Lawncare asked to submit invoices for the force mowing at 9616 Birnamwood and to discontinue mowing. Invoices Received.

**Unfinished Business:**

- Coull's submitted proposals in the amount of \$8,550 for the sidewalk repairs:
  - 9614 Birnamwood
  - 9619 Birnamwood
  - 12427 Windmill Cove
  - 12412 Windmill Cove
  - 9418 Clover Glen
- Coull's had previously submitted the proposals for the following sidewalk repairs:
  - 9607 Greenbank (\$3,762 – this includes 9609)
  - 9613 Greenbank (\$2,280)
- Reviewed estimate for Coull's in amount of \$14,592.00.

**New Business:**

- Add 9616 Birnamwood Street for Coull's to give estimate on

sidewalk.

Collection Policy for River Watch HOA Proposal:

- The management company GPI will not send reminder/demand letters to homeowners for balances under \$10.00.
- For those homeowners who have balances of more than \$10.00 (after 30 days of delinquency where the management company has issued reminder/demand letter), those accounts will be presented to the BOD who will approve before proceeding to the River Watch attorney.
- This way the collection process and violations process will be consistent.

Pre-Paid Accounts Policy for River Watch HOA Proposal:

- The BOD will evaluate the status of pre-paid accounts at the August and November BOD meeting and return all funds in excess of \$20.00. Any amounts under \$20.00 will be written off and retained by the HOA.

Motion made by Margaret C. 1<sup>st</sup> and Susan F. 2<sup>nd</sup> to accept above Proposals. Motion carried unanimously.

**Determination of the Next Meeting:**

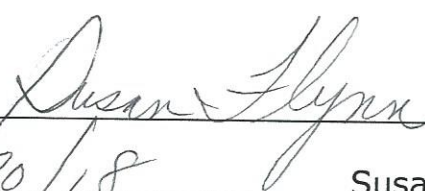
The next monthly meeting will be held on June 20, 2018 at Beef O'Brady's on Bell Shoals Road, Valrico, FL

**Adjournment:**

Motion made by James P. 1<sup>st</sup> and Margaret C. 2<sup>nd</sup> to adjourn by unanimous vote at 9:10PM.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

  
Susan Flynn VP for Judy Serra  
River Watch Board Secretary