

Riverchase HOA Board of Directors Meeting

Tuesday, June 21, 2011 6:30 PM at Gary Robas' residence

Next Meeting Scheduled for Monday, July 18, 2011 6:30 PM at John Sanders' residence

Name	Position	Present/Absent/Proxy
William Pfaff	President	present
Gary Robas	Vice President & Landscape Committee Chairperson	present
John Sanders	Treasurer	present
Open Position	Member At Large	
Lisa Beckman	Secretary & Comm. Committee Chairperson	present
Richard Leach	Property Mgr./Principal	present
Angie Stephens	Social Committee	absent
Sheri Campion	Landscape Committee	Absent
Janet Hawkes	ACC Committee	Absent

Call to order

- 1) Meeting started around 6:50 PM

Landscape Committee Report-

- 2) June Yard Of The Month Winner is 2012 Stonecrest.
- 3) June Yard of the Month Honorable Mentions are 1813 Country Walk and 1809 Stone Glen Drive.
- 4) Richard Vaughn's Sprinkler Service will fix sprinklers around pool/playground area and all 3 Riverchase entrances.
- 5) Gary working on running water line to Coral Reef entrance once road construction is complete. Water meter to be installed at that gate.

Social Committee Report –

- 6) Angie wants to have Poker Night with potluck at different residences. Suggested to set up a widget in the sidebar of the Riverchase Website for directory and for communication for activities. Angie noted that no HOA money will be spent doing this. **The Board needs more information regarding this topic from the Social Committee.**

Treasurers Report-

- 7) Total expenses for Year to date were under budget by \$9,852.03 with an actual \$40,658.97 against a budget of \$50,511.00.
- 8) Total expenses for May were over budget by \$2,572.26 with an actual \$11,730.26 against a budget of \$9,158.00.
- 9) Variance Report: Over budget for May was caused by the repair and maintenance of the pool and pond.
- 10) Accounts Receivables- March, \$19,016.14; April \$22,794.31; May \$20,717.57
- 11) Operating Cash \$21,696.84
- 12) Vote was called to approve the Treasurers Report, all approved and Motion passed.
- 13) **Questions John had for Richard Leach regarding financial statement. A.) Accredited expenses payable? B.) Other escrow fees?**

Reading and approval of last month's minutes

- 14) John moved to waive reading of minutes, Gary seconded... all approved May minutes.

Old business

- 15) Richard Leach requested Pond Medics resend invoices to rectify. **Pond Medics sent Richard Leach \$2,600.00 in invoices. They are being held due to lack of service. A.) Fish were too small to survive with the bigger fish in the pond, to prevent the algae growth as discussed with Pond Medics. The fish were installed in a non-systematic manner and the Board is questioning the amount installed, if installed at all. B.) The trash was not picked up at the pond on the scheduled date and the Board has photos to show the trash was still there. A board member picked up the trash and hauled it off. The board has instructed Richard Leach to offer a reduced dollar amount to pay Pond Medics.**
- 16) Review CC&Rs interpretations document created by PMG. – **The board has decided not to create 'interpretations' to explain the CC&Rs in detail as to the way the current board interprets it. Each board, now and future, will be able to interpret the CC&Rs on a case-by-case basis.**
- 17) Discuss Corral Reef gate and city warranty. Chris Holsted, City of Wylie City Engineer, will give Riverchase a warranty for 2 years from date of completion. The work has been reviewed by engineers and they have approved the work. The Board is willing to accept the warranty once completion work has been complete and reviewed again. **Pending.**
- 18) The Dept of Transportation has requested that Riverchase record the 20 mph speed limit in Riverchase. Motion, voted and passed. Riverchase is to be in compliance with ordinance 2007-41 of Wylie Code. **Gary to install the new speed limit signs.**
- 19) Add no parking sign to easement between Country walk and Stone Glen. Richard Leach to order signs. . Approved - "No Parking or Idling of vehicles on either side permitted. Unauthorized vehicles will be towed away at vehicle owner's expense" \$30 sign per sign. Richard to order 3 signs. Signs have been ordered. **Gary to install signs.**
- 20) Curb & sidewalk repairs. **Ongoing. Richard to email Brian at Kimzey to get the ball rolling on this issue.**
- a. Curb list has been finalized.
 - b. Review final list of home owners who need to repair sidewalks
 - c. Get quotes and draft letter to home owners concerning the repair.
 - d. Once Kimzey provides quotes on the current sidewalks needing the repair, the HOA will send a letter to the homeowners. 30 days
 - e. Dig test
- 21) Discuss water standing near intersection of Hightimber & Eastfork Lane as well as Stone Glen. Reconstruction Experts quoted \$6,188.75 for Eastfork. Includes a 5 year warranty. Vote was called, all approved and Motion passed. **Work has started.**
- 22) Once the construction on FM1378 is complete, the gate company will jack up the gates, grease the certs, when they come to fix the loop sensor and install the emergency call box at Coral Reef. **Pending.**
- 23) Discuss removing amenities access from homeowners that have a balance on their HOA account. **Richard Leach to call Southwest Access Control and get quotes on SAC taking control of pool access service and check on possibility of removing pool access to those homeowners who are 30 days+ delinquent on their HOA account.**
- 24) Gary noted the access boxes installed under schooner bay entrance roads have been removed and / or covered over by the Lacy's sidewalk crew. We had good access pipes and boxes under the schooner bay entrances until the sidewalk crew came through.

Access pipes under the entrances and cover boxes were installed by Texas Cutting edge at the beginning of April 2011. As the HOA board understood it, an agreement between Texas cutting edge, Lacy and Richard Leach from Principle, was made as to where the under road PVC access boxes were to be placed as to not interfere with the new road and sidewalk construction at the entrances. Per Joseph Tidwell, Construction Supervisor for City of Wylie, says Lacy has been instructed to make all the repairs to the conduits installed by Texas Cutting edge. **Gary and Richard will visit the site tonight after meeting. Update at next meeting on whether the work has been done.**

- 25) Cost to replace turtle design at the pool was quoted as \$1,156.98. Discuss getting a quote to replace just the missing tiles and a quote to remove the entire turtle design. **Gary to get another quote. We believe the above price is too high.**
- 26) Discuss teen cleaning pool. **A Riverchase teen will clean the pool area 3 or 4 days a week. Empty trash cans, pick up trash left by residents, clean bathrooms, etc. The teen will sign a waiver for insurance purposes. Vote was called, all approved and Motion passed.**
- 27) **A trash can to be ordered for 1701 Eastfork (pool) for excessive trash being left by residents. The teen will also be responsible for taking the trash can down on Thursday morning trash pickup.**
- 28) Tabled until road construction is complete. A homeowner requested pedestrian gates codes be re-installed. The Board will get quotes on fixing the walk thru gates and will revisit this issue once the 1378 construction is done. The gates were removed in the past due to the expense and complication of having kids use the gates. **Pedestrian gates at entrances will be fixed and knobs be replaced to working order. Southwest Access to review the work needed this week.**
- 29) **Jerry Coombs joining the ACC Committee.**
- 30) **Annual Meeting may be moved, from Monday night, to a different night this year. More discussion needed.**

New Business-

1. **Annual Meeting- decide on a new night.**
2. **Breakfast at the Gates in October.**
3. **Board to discuss the delinquent homeowner accounts in executive session.**

Monday, July 18, 2011 6:30 PM at John Sanders' residence.

Close of meeting

Meeting closed at 9:05 pm

Enter Executive Session at 9:10 PM

Notes not posted due to privacy of homeowner accounts.

Action Items

- 1) **John will update the ACC form. Current form doesn't have a place for HOA approval and doesn't follow ACC guidelines 4.5.3. Consider process allowing for HOA approval prior to spending money on city permit with a secondary approval once a city permit is pulled.**
- 2) **Gary will to look into washout area near pond.**
- 3) **Gary to install signs at access easements.**
- 4) **Gary to hire teen and have him sign waiver.**
- 5) **Richard Vaughn to fix sprinklers at pool area and FM 1378.**

- 6) **Richard Leach will follow up with Brian at Kimzey on sidewalks.**
- 7) **Richard Leach to have Southwest Access review the pool access and pedestrian gates.**
- 8) **Richard Leach to contact Pond Medics and offer a reduced cost for invoices.**
- 9) **Richard Leach to forward the new insurance certificate to Lisa for 2011-2012.**
- 10) **Richard Leach -Draft letter to A.G. homeowner about fence repair options and get new ACC request with correct information.**
- 11) **Lisa will send out an HOA Email Blast regarding open position on the HOA board.**
- 12) **Lisa will send out an HOA Email Blast regarding the city ordinance on fireworks.**
- 13) **Lisa to post June meeting notes in Message Board and on Riverchase website.**

This represents the understanding of the stated meeting. If you have corrections or comments, please respond in writing prior to the next scheduled meeting via **email to Lisa Beckman lisa.riverchase@yahoo.com**. If no corrections are received, the above referenced minutes will be approved at the next meeting.