

Riverchase HOA Board of Directors Meeting

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

Next Meeting Scheduled for Tuesday, August 16, 2011 6:30 PM at Lisa Beckman's residence

Name	Position	email address	Present/Absent/Proxy
William Pfaff	President	pfaffwil@gmail.com	present
Gary Robas	Vice President & Landscape Committee Chairperson	gerobas@drs-rsta.com	present
John Sanders	Treasurer	jms_rvrchs@verizon.net	present
Brad Boganwright	Member At Large	bboganwright@verizon.net	absent
Lisa Beckman	Secretary & Comm. Committee Chairperson	lisa.riverchase@yahoo.com	present
Richard Leach	Property Mgr./Principal	rleach@principal-mgmt.com	present
Angie Stephens	Social Committee	momo3dallas@gmail.com	absent
Sheri Campion	Landscape Committee	sheri.campion@baylorhealth.edu	absent
Janet Hawkes	ACC Committee	hawkes5texas@yahoo.com	absent
Jerry Coombs	ACC Committee	jdcengr@verizon.net	present

Call to order

- 1) Meeting started around 6:35 PM

Landscape Committee Report-

- 2) July Yard Of The Month Winner and July Honorable Mentions have been chosen.
- 3) New water meter has been placed at Coral Reef.
- 4) Richard Vaughn to supply and install a new skimmer basket at west side of pool. **Status?**

ACC Committee – 1703 Stonecrest fence- approved? 1715 Stonecrest – status?

Social Committee Report –

- 5) No representation at the meeting tonight.

Communication Committee-

Every month we receive more requests from homeowners that want to be added to Riverchase Email Notices for neighborhood news. We are up to 61 so far.

Treasurers Report-

- 6) **Total expenses for Year to date were under budget by \$2,910.25 with an actual \$72,365.35 against a budget of \$69,455.00.**
- 7) **Total expenses for June were over budget by \$684.12 with an actual \$9,648.12 against a budget of \$8,964.00.**
- 8) **Variance Report: Over budget for June was caused by the repair and maintenance of the sprinkler repair.**
- 9) **Accounts Receivables- March, \$19,016.14; April \$22,794.31; May \$20,717.57; June \$18,901.05**
- 10) **Operating Cash \$27,117.30**
- 11) **Vote was called to approve the Treasurers Report, all approved and Motion passed.**
- 12) **John motioned to move \$10, 000.00 to the Reserve Fund. Vote was called, all approved and Motioned passed.**

Reading and approval of last month's minutes

- 13) John moved to waive reading of minutes, Gary seconded... all approved June minutes.

Old business

- 14) 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. Update via email: Pond Medics – HOA to accept paying 75% of invoice?? **June meeting update- Richard Leach received a letter from Pond Medics and they offered to accept 75% of the outstanding invoices. Richard Leach to send letter with a check for 60% as a settlement to Pond Medics.**
- 15) 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.**
- 16) 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. **June Meeting update: Richard Leach will get the signs from Centerline Supply and Gary to install the new speed limit signs.**
- 17) 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 has installed the signs.**
- 18) Curb & sidewalk repairs. June Meeting Update: **Ongoing. Richard to email Brian at Kimzey to get the ball rolling on this issue. John Sanders will email Richard Leach the list of sidewalks and curbs needing repair.**
- 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 Kimsey provides quotes on the current sidewalks needing the repair, the HOA will send a letter to the homeowners. 30 days
 - e. Dig tess test
- 19) 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. June meeting update: Door King to provide an estimate for gate repair.**
- 20) 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. Richard Vaughn is handling this task for now.**
- 21) 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.**
- 22) 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.**
- 23) 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. **Pending. Pedestrian gates at entrances will be fixed and knobs be replaced to working order. Southwest Access to review the work needed this week.**
- 24) **Stonecrest and Schooner Bay entrances can be closed. Rushing Way is mechanically not working.**

- 25) Lacy Construction to add Stonecrest and Schooner Bay street signs back on Country Club.
- 26) Water meter has not been installed. Check has been sent. Gary to follow up.
- 27) Richard Vaughn to email the Board members the annual storage invoice. Due August 17th.
- 28) Jerry Coombs is joining the ACC Committee. Lisa to add to him to the Riverchase website. Thank you, Gary, for volunteering for your community!
- 29) Annual Meeting may be moved, from Monday night, to a different night this year. More discussion needed. **Contact church and recreation center for October 18th at 6:30 pm.**
- 30) **Breakfast at the Gates is scheduled for October 13th 6:45 am- 8:00 am.**

New Business-

1. **Board to discuss the delinquent homeowner accounts in executive session.**
2. **Complaints from homeowners regarding violations from neighbors/renters.**
3. **Street sweep by Lacy? Gary to email Joe.**
4. **Pool light out? Has Quality been out to fix? Richard to verify.**
5. **Richard Leach to attend a meeting at his office regarding the new legislation on HOA's.**

Next meeting will be August 16th, 2011 6:30 PM at Lisa Beckman's residence.

Close of meeting

Meeting closed at 8:05 pm

Enter Executive Session at 9:10 PM

Notes not posted due to privacy of homeowner accounts.

Action Items

- 1) **Jerry Coombs 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) **Richard Leach will follow up with Brian at Kimzey on sidewalks.**
- 3) **Richard Leach to have Southwest Access review the pool access and pedestrian gates. Also get a quote from Door King.**
- 4) **Lisa to post June meeting notes in Message Board and on Riverchase website.**
- 5) **Richard Leach to set up C3 access for John.**
- 6) **John will send Richard an email to transfer \$10K to Reserve Fund.**
- 7) **Jerry will work on ACC request form**
- 8) **Richard Leach will email violation letter addresses each month.**
- 9) **Richard to get new 20 mph speed limit signs.**

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](mailto:lisa.riverchase@yahoo.com). If no corrections are received, the above referenced minutes will be approved at the next meeting.