

Riverchase HOA Board of Directors Meeting

Tuesday, August 16, 2011 6:30 PM at Lisa Beckman's residence

Next Meeting Scheduled for September 19th, 2011, 2011 6:30 PM at Brad Boganwright'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 7:05 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 is working on Schooner Bay sprinkler.
- 5) Richard Vaughn to supply and install a new skimmer basket at west side of pool during off season.

ACC Committee – ACC requests were discussed. 2 approved, 1 denied, 1 extended their fence onto HOA property and will be asked to remove and correct it.

Social Committee Report –

- 6) 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.

Board discussed having Breakfast at the Gates on October 13th 6:45 am-8:00 am.

Treasurers Report-

- 7) **Total expenses for Year to date were under budget by (\$3,379.52) with an actual \$65,010.48 against a budget of \$68,390.00.**
- 8) **Total expenses for July were over budget by \$5,906.93 with an actual \$14,821.93 against a budget of \$8,915.00.**
- 9) **Variance Report: The main reason for the variance is the expensing of the Street replacement of \$6,188.75.**
- 10) **Accounts Receivables- March, \$19,016.14; April \$22,794.31; May \$20,717.57; June \$18,901.05; July 423,507.62.**
- 11) **Operating Cash \$21,989.67.**
- 12) **Vote was called to approve the Treasurers Report, all approved and Motion passed.**

Reading and approval of last month's minutes

- 13) John moved to waive reading of minutes, Gary seconded... all approved July 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. **Richard Leach sent a check and letter to Pond Medics for 60% of the invoice on August 4, 2011. No word from 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. **Warranty in effect. City to give board members a warranty letter.**
- 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. **Richard to bring speed limit signs next time he drives the property.**
- 17) 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. **August meeting update: Richard Leach getting quotes from Classic Construction, Kimzey, and Unique Services for curb repairs.**
 - 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 tess test
- 18) 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. **August meeting update: Gary and Richard will visit the site tonight after meeting. Update at next meeting on whether the work has been done.**
- 19) 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. **August meeting update: Get quotes to fix mosaic turtle, quotes for skimmer and quotes for pool service.**
- 20) 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. July: Pending. Pedestrian gates at entrances will be fixed and knobs be replaced to working order. Southwest Access to review the work needed this week. **August meeting update: Dale Shaw with Access Systems is replacing SWA as our gate contractor. Access Systems will come out this week and check knobs and closers on pedestrian gates.**
- 24.) Annual Meeting may be moved, from Monday night, to a different night this year. More discussion needed. **The annual HOA meeting is scheduled for October 18th at 6:30 pm at the Methodist church on Country Club.**

- 25.) **Breakfast at the Gates is scheduled for October 13th 6:45 am- 8:00 am. An annual meeting proxy will be provided, along with HOA annual meeting flyer, newsletter, water, juice, muffins.**
- 26.) **Complaints from homeowners regarding violations from neighbors/renters. Neighbors and board members can inform the City of any city code violations via email. code@wylitexas.org or call 972-516-6440.**
- 27.) **Street sweep by Lacy? Gary to email Joe. August 15th, Lisa emailed Joe. Joe commented he has it on the list for Lacy to do and Lacy has not been responsive to a few other items on his list.**
- 28.) **Richard Leach to attend a meeting at his office regarding the new legislation on HOA's. August meeting update: The board members will receive an email from Kenneth Walters.**
- 29.) **Richard Vaughn to replace battery on gate control boards.**
- 30.) **Richard Vaughn- sprinklers at all gates to be set to water shorter periods of time and rework heads to not spray concrete.**
- 31.) **Monthly meetings are scheduled for the following residences and dates are tentative to board members holiday schedules and may be changed.
September 19th, Brad Boganwright
October 17th, William Pfaff
November 21st Gary Robas
December 19th, Brad Boganwright**

New Business-

Board to discuss the delinquent homeowner accounts in executive session.

Next meeting will be September 19th, 2011 6:30 PM at Brad Boganwright's residence.

Close of meeting - Meeting closed at 9:15 pm

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 curbs/sidewalks. Get quotes from Classic, Kimzey, Unique Services.**
- 3) **Richard Leach to have Access Systems/Dale Shaw fix pedestrian gates, knobs, closers.**
- 4) **Lisa to post July meeting notes in Message Board and on Riverchase website.**
- 5) **Lisa working on newsletter.**
- 6) **Lisa to send Riverchase Email about open HOA seats at Annual meeting.**
- 7) **Richard Leach will email violation letter addresses each month.**
- 8) **Richard Leach to get new 20 mph speed limit signs and deliver.**
- 9) **Richard Leach to give Lisa proxy forms for Breakfast at the Gates.**

Enter Executive Session at 9:16 PM - Notes not posted due to privacy of homeowner accounts.

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.