

RIVENDELL COMMUNITY ASSOCIATION, INC.

A Corporation Not for Profit

BOARD OF DIRECTORS MEETING MINUTES

June 5, 2019

A *REGULAR MEETING* of the Board of Directors was scheduled to be held on June 5, 2019 at 4:30 P.M. at Our Savior Lutheran Church, 2705 Tamiami Trail, Nokomis, FL 34275.

Call to Order: The meeting was called to order at 4:30 P.M. by Ray Capuano, President.

Establish a Quorum: A quorum was declared with the following Directors present:

Ray Capuano	Larry Dobias	John Fitzgibbon	Maureen Emmons
In Person	In Person	In Person	In Person

Beth Miller was present representing Lighthouse Property Management. Natalie Munno of Lighthouse also attended the meeting.

Proof of Notice: Notice of the Board of Directors Meeting was delivered to each Director and posted on the property in accordance with the requirements of the Association Documents and Florida State Statute 720.

Disposition of Unapproved Minutes: A motion was made by John Fitzgibbon and it was seconded by Larry Dobias, and it was

MOTION: 19-20: To waive the reading of the minutes of May 1, 2019 Board Meeting and approve the minutes distributed.

The vote was unanimous. **Motion passed.**

Presidents Report: Ray Capuano introduced Natalie Munno to the board and welcomed her as the new Assistant Property Manager.

As there is a vacant seat on the board of directors:

MOTION: 19-21: was made by Larry Dobias and seconded by John Fitzgibbon to bring Stephen Bragg on as a board member. The motion passed unanimously.

Manager's Report: Beth Miller reported on what tasks she and LPM have accomplished for the association over the past month and the report is attached.

Treasurer's Report:

Larry Dobias reported that the Association has year to date expenses as of May 31st are \$165,000 versus \$174,000 budget. The expenses for April were \$42,000 versus \$43,000 budgeted. The association has spent \$14,140 in reserves for the pumphouse and there is planned expenses of \$410,000 total overall expenses for the year.

ARC Committee:

Maureen Emmons reported that the ARC committee had twelve (12) applications for the month. Three (3) are deferred for more information because two (2) are fences and one (1) needs to make an alternate color choice. There were two (2) extensions from the prior year and one (1) provisional to buy a house. John Greco has resigned from the committee. Kay Mruz will advertise for a new member. June 25th will be the next meeting.

Maintenance Committee:

Larry Dobias reported the following:

- Thirty (30) trees have been planted in various parks and that many oaks and palms have been trimmed in the parks. Palmettos have been cut back and two Banyon stumps will be ground at Crescent and Clear Creek parks. A couple of dead Pine trees have been taken down. There are about fifteen (15) Washingtonians left in the community. They are very expensive to maintain.

Larry presented a proposal from Precision Fence in the amount of \$2,348.00 for a fence to be installed around the pool chemicals.

MOTION: 19-22: was made by Larry Dobias and seconded by John Fitzgibbon to install the fence and to be paid from the operating account. The motion passed unanimously.

Larry presented a proposal to paint the fences at Eagle Isle (\$1,850.00 and at the bridge at Rivendell entrance (\$2,650.00) to be paid from reserves.

MOTION: 19-23: was made by John Fitzgibbon and seconded by Steve Bragg to paint the fences. The motion passed unanimously.

Larry presented a proposal for fifty (50) plants to be planted at the bridge to refresh the look

MOTION: 19-24: was made by Ray Capuano and seconded by Steve Bragg to purchase the plants, not to exceed \$1,589.00. The motion passed unanimously.

Larry presented a proposal plant Coleus at the pool in the amount of \$586.00.

MOTION: 19-25: was made by Ray Capuano and seconded by Steve Bragg to purchase the plants. The motion passed unanimously.

Communications Committee: John Fitzgibbon asked that a Word version of the latest version of the Amended and Restated Documents be sent to Carol as she would like to attempt a version with underline and strike throughs to make it easier for homeowners to understand where the changes would be made. Ray Capuano said that it would be okay with him but that there would have to be a robust campaign planned with a full team of block captains available to make the effort. Larry Dobias also reminded everyone that it would probably take about \$10,000 to relaunch the effort.

Barbara Ghary said that she met with new owners and found that they are not aware of the delivery of the Woodland Word. She said that it was best for NextDoor should be used for social and non-official communication as this seems to be the medium that best reaches the community members.

Barbara said that Mitzy Bruck would be the new Block Captain chair and some items that would fall under her responsibilities are Welcoming, Distribution, Communication and should be a committee.

Ponds and Preserves Committee:

Report Attached

Frank Freestone asked the board to adopt a community policy to have all lakes become a “no-mow” zone. This would mean a 10-12- inch height of the grass for six feet bordering the water.

MOTION: 19-26: was made by Larry Dobias and seconded by Ray Capuano to adopt this “no-mow zone. The motion passed unanimously.

Social Committee: Carolyn Kenney reported that the ice cream event was a success and thanked Sally for doing a great job organizing the event. Carolyn also said that the activities are all going well.

Old Business:

John Fitzgibbon said that he and the committee as well as collaborating with Beth Miller and agreed on a property form to use for gathering homeowner info from new owners.

The board agreed that the Standing Rules should be sent to the association attorney to be review to make sure that they are enforceable.

New Business:

MOTION: 19-26: was made by Ray Capuano and seconded by John Fitzgibbon hire the services of attorney Richard (Rick) Weller as the association's attorney. The motion passed unanimously.

MOTION: 19-27: was made by John Fitzgibbon and seconded by Maureen Emmons to adopt the Opinion of Attorney Rick Weller as it relates to the alleys in Unit #2 of the community. The motion passed unanimously.

Fining:

MOTION: 19-28: was made by John Fitzgibbon and seconded by Maureen Emmons to fine the owners of 634 Rivendell Blvd \$100/day for up to 10 days for a violation of not maintaining the exterior painted surface of their home. The motion passed unanimously.

MOTION: 19-29: was made by Steve Bragg and seconded by Maureen Emmons to fine the owners of 1344 New Forest Lane \$100/day for up to 10 days for a violation of painting the trim of their house a color that was not acceptable according to the Architectural Guidelines/Adopted Color Palette for the community. The motion passed unanimously.

MOTION: 19-30: was made by John Fitzgibbon and seconded by Steve to fine the owners of 1076 Mallard Marsh \$25/day for up to 10 days for a violation of not maintaining their mailbox light in working condition. The motion passed unanimously.

Homeowner Input: Dave Gill expressed that he was not happy with he trimming of the trees at Crescent Park and that it took away some of his privacy.

Next Meeting Date: September 4, 2019

Adjournment: With no further business to be brought before the Board, a motion was made to adjourn and seconded. The meeting adjourned at 6:30 P.M.

On Behalf of the Board Secretary,

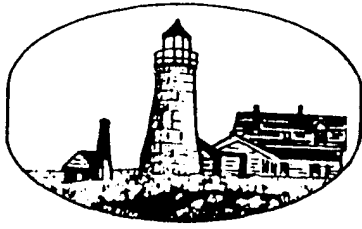
Beth Miller, CAM
Lighthouse Property Management

Dated this 14th day of June 2019

P&P Activity Summary 6-5-19

- o **Aquatic Plants were installed in our first Pilot Project Pond**, Egret, by our Pond Management Contractor, ASI. This is a milestone for the program, and the first of a series of planting projects to protect the shorelines of our ponds.
- o **Articles were prepared** for the *Woodlands Word* on the topics of:
 - a) A **Limpkin spotted at Egret Pond** (Norma Lee Rhines and Melle Lee Warren), with hopes of spotting more in the future,
 - b) **Aquatic plants installed at Egret Pond.**
- o **Photo Story** by Nancy Dobias **on topic of Egret Pond Planting** was formatted and **posted to P&P Web pages.**
- o **Substantial algae accumulation at Bobcat Pond** caused, presumably, by our hot, dry weather. **ASI is working to control the algae** with increased herbicide treatment, however, that treatment may have to be suspended or reduced to enable **planting of shoreline plants, now scheduled for June 20.**
- o **Mowed Firebreaks in Rivendell Preserves and Uplands: Inspections and Planning**
 - o Nearly one third of the homes in Rivendell are located adjacent to Preserves or Uplands. Inspection of all of these homes took place over the course of two days, by Larry Dobias, P&P and Mike Keegan of the Florida Forest Service. This inspection revealed two homes with trees close enough to the home to pose some risk to the house if there were a fire in the adjacent wooded area, and other homes would be at risk if large wind-driven fires were in our largest preserves, where firefighting would be problematic.

This information will be incorporated into a preliminary plan for fire mitigation to be prepared by the Florida Forest Service and presented to the County and subsequently to the Board. The preliminary plan will be prepared by the end of June or early July.
 - o Inspection also revealed several locations with incursions into Preserves. The HOA is required by permit conditions to enforce strict management of Preserves. The Board has been made aware of the situation and is moving to communicate with affected homeowners.
- o **LMZs**
 - o Almost the entire shorelines of both Bobcat and Turtle Ponds now have voluntary LMZs installed by homeowners.
 - o LMZs will soon be installed on all community-mowed shorelines, which are roughly one third of our community total of over seven miles of pond shoreline. This will be another significant P&P program milestone.



LIGHTHOUSE PROPERTY MANAGEMENT, INC.

460 N. TAMIAMI TRAIL
OSPREY, FLORIDA 34229
941-460-5560: OFFICE

www.lighthousepropertymanagement.net

RIVENDELL COMMUNITY ASSOCIATION, INC.
MONTHLY MANAGEMENT REPORT

MONTHLY MANAGER'S REPORT FOR MAY 2019

I. ADMINISTRATION AND COMMUNICATION

- A. **Compliance Letters:** Sent letter from compliance drive week of 5/08/19. Also, sent letters from Joe Sefack's and John Fitzgibbon's Mailbox Light drive which he is doing twice per month as well to coincide with LPM.
- B. **Buyer and Rental Applications:** Obtained three (3) contact info sheets from buyers. Two were at closing and one prior to sale.
- C. **ARC Applications:** Received ARC requests. There were 12 in May. They were reviewed for completeness and forwarded to Maureen Emmons, Committee Chair. Approval Letters were sent to the homeowners.
- D. **Board Meeting:** Minutes prepared from the May 1st meeting.
- E. **Agenda.** Prepared and sent to the board. Posted at Pool and Crescent Park. Sign was placed at Cottages entrance.
- F. **Correspondence:** Obtained final letter from Attorney Rick Weller concerning alley maintenance responsibility opinion.

II. COMPLIANCE, MAINTENANCE AND WORK ORDERS

- A. **Compliance Drives:** May 8th. May 30th drove community with new assistant, Natalie Munno.

III. ON-SITE PROPERTY VISITS:

- Have been onsite weekly to post meetings, check for violations.



VI. Projects: Fence around chemical tanks at pool. Landscaping at Pump House.

Submitted By: Beth Miller, CAM, Managing Agent for Rivendell Community Association