

Rivendell Unit 1 Neighborhood Association, Inc.  
591 Meadow Sweet Circle, Osprey, FL 34229

Minutes of the Board of Directors Meeting  
June 17, 2021 7:00 p.m. EST  
(Conducted via Teleconference)

Call to Order President	President Marilee Casale called the meeting to order at 7:01 pm
Confirm Quorum	Marilee Casale, John Martin, Carole Myles, Bob Metelko and Kathi Webber were in attendance via teleconference call. Four homeowners also joined the call.
Proper Notice	A proper Notice and Agenda was sent to all homeowner via email and posted on the Neighborhood bulletin board on 6/15/2021 at 6:30pm
Adopt Agenda <i>Motion</i>	Upon a motion by John Martin and seconded by Bob Metelko, the Agenda was unanimously approved.
Approve Minutes <i>Motion</i>	Upon a motion by Bob Metelko and seconded by Carole Myles, the minutes of the May 20, 2021 Board meeting was unanimously approved.

## Opening Comments

### *Welcome*

President Casale welcomed everyone and thanked our host Bob Metelko for organizing the Board meeting call on Zoom.

Thank you to all volunteers for all the work that the neighbors are doing with landscaping, pool checks and all the other activities to keep the community going. Especially Dorie, Carole and Chris that have been spending a great deal of time outdoors helping our community.

We will be meeting again in September via Zoom and potentially in person.

## Treasurer's Report

### *March 2021*

Bob Metelko provided highlights of the May financials. We are in a strong cash position – 1123,400. We only have one account that has any amount past due. We are pleased our new collections procedure seems to be paying off as we have the smallest Aging reprot then in the past few years. Our income \$224 over budget. Grounds/Building Maintenance were under budget. See attached Treasurer's Financial report for additional May details.

Reserve: 171k

## Committee Reports

### *Finance and Budget*

The Treasurer's Financial Report attached serves as the Committee Report. Currently, the Chair position is vacant for Finance & Budget Committee.

### *Landscape*

Carole Myles presented the Landscape Committee report (see attached).

#### Highlights:

- Seven front yards have been replanted as part of 5-year plan has been accomplished.
- Irrigation Valve issues have been addressed by Wilhelm.
- Rivendell Blvd did some landscaping along Rivendell Blvd.
- 504 - a dead oak is going to be removed by the county

- Sod timing is still TBD. Mulch will follow
- Looking at neighborhood magnolias as several are overgrown. Three homeowners have requested removal as they are getting too large
- Oak tree at 529. Homeowners want it to be removed as it is causing issues. Carole is going to look into topping it or removing it. Carole and Dorie will bring recommendation to Board on next steps.
- County “Canopy Treed Street”– Live Oaks vs. Laurel Oaks. Once deemed canopy street you can replace the laurel oaks vs live oaks. Bob D is going to pursue this designation when he returns in the fall. Need to understand how frequently the county trims the oaks.

*Facilities Management*

Dan will be out of town for an extended period. Bob Metelko has done the bulb checks in his absence, and not one bulb was out. Thank you to everyone doing the pool checks.

*ARC*

Five ARC requests to be viewed for approval at the Big Riv ARC meeting scheduled for next Tuesday.

Note: ARC committee has been making changes to their forms to improve flow for homeowners. Please see the website for the latest form.

*Communications*

Welcome Committee – Updating the welcome packages with Jenny Volk and Deb Craddock nearly complete. Determining printing format/binding

The clubhouse is now open. Calendar for social activities will be planned in the fall. We discussed that the Big Riv maintenance committee can use the clubhouse. Carole to get Kathi the exact dates/times of the meetings

- Rivendell Directories will be delivered soon. Date - TBD. Jackie Axiom will be delivering the directories

## Old Business

### Standing Water Issue

Marilee has contacted the County about the oaks roots that have raised the road in certain places and causes water not to make it to the runoffs.

504 Oak diseased tree to be removed as stated in the landscape report

### Pool Railing

Check has been approved to be sent to AquaTech. We are targeting to get the railing in by September.

## New Business

### *Internet Clubhouse*

Joe Casale contacted the 2 internet companies that offer internet to our neighborhood. Comcast & Frontier. Best Quote: Frontier was \$56 per month. Contract was month to month and rate was good for 2 years. No installation fee. This will allow board meetings to continue via Zoom and will allow opportunities for activities for the community. 25% of our home owners are snowbirds

### *MOTION*

Motion: We install Frontier internet in our Clubhouse for community use at the rate of \$56 per month. Motion: Carole Motion. Bob 2<sup>nd</sup>. All were in favor.

### Covenants (Fences)

Fences are restricted by our current covenants. We recognize that this is a unique feature of our community. We recognize that this may increase our landscape cost

We would need to amend our covenants to begin to allow fences again. We require a "Super Majority" vote 2/3<sup>rd</sup> of homeowners. Our lawyer, Jackson Kracht, we vote to make a change this to a regular majority. (Note: We

generally get ~52 to vote on an annual basis. To get a super majority requires 56 homeowners to vote in favor.)  
Options: 1. Do Nothing. 2) Vote on fences only 3) Vote on Rule 43: fences/Arbors and Super Majority to Majority. ~1,405 for legal work to do the two amendments and do the special meeting package.

*MOTION*

Motion: Kathi Webber made motion to change or covenants to allow homeowners to request approval new fences on their property, and to change Super Majority to Majority for future amendment changes. 2<sup>nd</sup> John Martin. All were in favor.

Suspension of Amenities  
*MOTION*

Motion: John Martin. 2<sup>nd</sup> Bob Metelko. We are suspending lot owner 63 until their account has been brought current. All were in favor.

Board of Directors Comments

Garden Flags

Small Garden Flags/Banners in front lawns – Small garden flags are allowed but nothing political or offensive may be put up. Request that the communications committee send a reminder about the use of garden flags.

Homeowners Comments

No comments

Next Board Meeting

Sept 23, 2021, 7 pm via ZOOM

Adjournment

Upon motion by Bob Metelko, seconded by John Martin, it was unanimously resolved to adjourn the meeting at 7.57 p.m. EST.

Kathi Webber, Secretary

May 20, 2021

# MSC June 2021 Financial Report

## Report on May 2021 Financials

NOTE: MOST AMOUNTS WILL BE ROUNDED TO THE NEAREST \$100

Cash was down from \$130,600 to 123,400

Total assets were down from \$304,300 to \$292,000.

The total liabilities were down from \$222,700 to \$203,200.

### **Income Statement:**

Total income for the month was \$21,000, about the same as last month

Total expenses – operating- \$12,500

Total Income after including Other Expenses, \$7,200

### **The actual to budget numbers follow:**

Our income was \$224 over budget.

The grounds account came in under budget by \$6,100

Building Maintenance was under budget by \$249

The Swimming Pool account ended up \$100 over budget.

The utilities were \$28 under budget.

The Administration account was \$486 under budget.

Net Income was \$6,974 over budget due to expenses not allocated to landscaping that are allocated monthly, and to pressure washing.

### **RESERVES:**

The Reserve Accounts increased by about \$1,200 over last month to \$171,300.

### **A/R Aging**

It includes three properties with a total owed of \$3,174.75. I know that as of this month, the count is down to two.

# **MSC Facilities Maintenance Report**

## **June 2021**

Dan will be out of town for an extended period of time. During his absence, we thank the following volunteers for taking care of the pool:

Joe Casale

Bob Dombrowski

Karen and Steve Callaway

Diane and Ron McCourt

Kelly Castro

Deb Craddock

I walked around the block Tuesday night, and all of the street lights are working.

## **LANDSCAPE COMMITTEE REPORT: JUNE 17, 2021**

### **ACTIVITIES SINCE LAST REPORT:**

- This month, along with our general service of mowing and landscape trimming, Wilhelm completed the updating/planting of seven front yards according to our Five Year Plan.
- **IRRIGATION:** Wilhelm completed some serious irrigation repairs. Other minor system issues were dealt with and repaired by association members. Of note, Chris Smith is back from vacation and can be contacted for irrigation concerns.

#### **PLANTINGS:**

- Over two days, Wilhelm completed the removal and replacements of plantings at seven homes. This included delivery, staging, supervision, clean up and disposal of debris.
- They provided irrigation coverage to new or relocated plant material to ensure plant root establishment. **AFTER** photographs were taken for the association files.
- Additional landscape work was completed along Rivendell Blvd by Rivendell Association.
- The county has agreed to remove the dead oak near 504 MSC and has been notified regarding the street drainage issue around the neighborhood. We are still waiting for their response.
- All expenses for sod, plantings, and mulch have been under budget. An additional pallet of sod has been ordered for improvement.

#### **PENDING /UPCOMING ACTIVITIES:**

- **SOD/MULCH:** Sod replacement is next for our **FIVE YEAR PLAN**. As drought conditions improve, this will be scheduled. Mulch distribution will be completed after sod replacement. A form regarding distribution will be created and given to homeowners prior to mulch spreading.
- We will be looking at the neighborhood magnolias to evaluate size and place. We may need to remove some. All homeowners will be notified if we are evaluating theirs. This can be covered within our budget.

**BUDGET CONSIDERATIONS:** Addressed in activities report.

**RECOMMENDATIONS FOR THE BOARD:**

Carole Myles/Dorie Bourke/Landscape

## MSC Communications Committee Report

### Board Update

June 16, 2021

#### Activities since last report:

**Welcome Committee:** The updating of the Cottages Handbook is nearly complete. Work will continue in the fall with distribution soon after.

**MSC's Social Committee:** With Covid-19 pool restrictions lifted, things are getting back to normal at the Cottages pool. Also, now that the Cottages Clubhouse is open, we look forward to scheduling more social activities starting in the fall.

#### **General Communications:**

- Delivered community updates and news to owners and residents.
- We have been notified that copies of the 2021 Rivendell Directory will be distributed to the Cottages soon. Jackie Axiom has agreed to deliver a copy to each home on the Circle.

Pending/Upcoming Activities: Community news communications as needed.

Budget Considerations: We will be getting estimates for printing the Cottages Handbook.

Recommendations for Board review: None at this time.

Submitted by Jim and Marilyn May

Communications Committee Co-Chairs