

*Pending approval by the RU1NA Board of Directors*

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

Minutes of the Board of Directors Meeting

June 16, 2022 , 7:00 p.m. EST

*(Conducted in person and via Teleconference)*

Call to Order President

Marilee Casale, President, called the meeting to order at 7:00 pm

Confirm Quorum

Marilee Casale, Kathi Webber, Carole Myles, Jim May were in attendance via teleconference call or in the Clubhouse. Bob Metelko was absent. Two (2) homeowners also joined the call.

Proper Notice

A proper Notice and Agenda was sent to all homeowner via email on 6/14/2022 at 5:15 pm.

Adopt Agenda  
*Motion*

Upon a motion by Carole Myles and seconded by Kathi Webber. The agenda was unanimously approved.

Approve Minutes  
*Motion*

Upon a motion by Kathi Webber, seconded by Jim May the minutes of the May 19, 2022. Board meeting was unanimously approved.

Opening Comments  
*Welcome*

Welcome everyone and thanks to Jim May in Bob Metelko's absence for hosting tonight's meeting on Zoom.

Thank you to Bert, Steve Bragg and Carole for your support of our community

## Treasurer's Report

Operating & Reserves are healthy. Income met expectations for the month/YTD. Every property is paid in full. No one is outstanding.

We chose to pay for painting the clubhouse out of our operating budget. This shows us over budget, and we will continue to do so through the year end.

Thanks to Steve Bragg for his support.  
Accounts Receivable – NONE!  
Reserves are strong.  
See report for full details

Message from President: Over the past few years, our operating fund balance has grown as the Board budgeted conservatively and underspent for multiple reasons, i.e., landscape volunteers stayed on which avoided extra management and irrigation vendor costs, clubhouse repairs delayed and the lack of use during Covid, have all resulted in extra carryover funds. We have 7 months of operating funds in the bank vs. our target of 4 months. The board plans to spend down some of this money this year to complete much needed repairs and landscaping projects. It's likely that our expenditures will exceed revenue this year but that's intentional.

Jim will be working on the 2023 budget in September. It will be finalized and voted on in our November meeting.

## 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:

- Weekly edging, mowing continues. Some new landscape team members are coming on board
- Blvd grass looks great
- Some yards have a fungus. We are investigating
- Wet check has been done.
- Pump for irrigation...we are still waiting on the chip. Thank you for volunteers who are manually watering twice a week. We thought it would be in this week. We are awaiting word on where this part is at this point.
- The list for the homes that will be planted has been drafted. Carole is in the process of meeting with the impacted homeowners. Taking out overgrown plants and putting in smaller ones. Estimating 19 (may grow to 22) homes in 2022. This is within the 2022 budget.
- Sod needs to be measured in the next few weeks
- Two bids have been received on alley paving . Anderson Paving is the lowest bid sealing the alley. We will likely do this project in the fall when we get past the rainy season/heat
- On Hold - trees on the county property. See Old Business/Canopy Trees for add'l info
- We have some diseased palms and trees that we will be working on how to treat or remove
- Storm Swale project is finished & associated sod completed
- Walking the community impression: Community looks great. Enormous amount of work is done to keep this community looking great. Carole has been our lynchpin. We need to look for some other volunteers to help with this work.

*Facilities Management*

Solar Pump went out. SW Pools is working on this issue.

Mirasol repaired the solar panels again

ARC

No new ARC requests for this month

*Communications*

Social: Social Committee will meet in fall to plan for next season

Big Riv Communications – recently articles about the Cottages in Woodlands Word have been omitted. They will be added in the next edition

Directories are not finished yet by Big Riv. No updates from Big Riv on this book.

Old Business

Canopy Tree Trial

Update: *We had made a motion in our May meeting for a trial with a Shady Lady Black Olive Tree as one potential substitute when and if existing oaks die.* Since that meeting

1. We received the permits from the county
2. One of the homeowners is concerned about the Shady Lady Black Olive trees – issue with droppings being poisonous to pets and have an abundance of leaves. We have done more research and found contradictory descriptions of this species of tree. *It's been highly recommended by our arborist for the limited planting area in the boulevard, with tiny leaves that don't clog drains and flowers that blow away in spring.* A caterpillar that may infest the tree but can be treated. *The poisonous concern is still be investigated but It appears to be no more toxic than the acorns from our Oaks and numerous other plants/trees if your pet consumes them. The Board will also begin the time-consuming process of working with the county to identify needed road and other infrastructure repairs to the damage done by our now mature trees.*
3. We will take a few more months to study this tree to ensure that this is the correct

strategy. We have 1 year with the approved permits to take action

#### Alley Resurfacing

Jim May made the Motion: Move for with Anderson's bid for alley sealer. Carole Myles seconded. Passed. All in favor.

Discussion: We have never repaved the alley only resurfaced. We should try to cover the white picket fences. Communication plan to be developed

#### Clubhouse Renovation

Looked at painting the bricks at the entrance of the Clubhouse to preserve them. Brendel was contacted for a bid. The community wants to look at sealing it vs. painting and keep the brick look. Bert and Carole work on this plan and determine next steps.

#### New Business

##### Landscape Plan for 2022

19 homes will have landscaping work done, removing or replacing dead and old woody plants/shrubs, and adding new ones where appropriate.

Kathi Webber made Motion: Authorize this first phase of replanting 19 homes with plants/shrubs not to exceed \$6,000. 2<sup>nd</sup> by Jim May. All were in favor.

#### Board of Directors Comments

Thank you to all our volunteers! Carole, Bert, Steve, Chris and Marilee...thank you so much for your work on the circle. Marilee your leadership is first rate!

Our Sept meeting will be one week early than originally planned. New date: Sept 15, 2022

#### Homeowners Comments

A homeowner needs some step repair/stucco on their home. They are looking for recommendations on vendors.

Question on plan for oaks. Answer: *The county will only remove trees if they are diseased. The county will not let us replant with oaks as they need larger areas for their roots. We are looking at what tree to replace if we need to remove a diseased oak*

#### Next Board Meeting

Sept 15, 2022, 7pm

#### Adjournment

Upon motion by Carole Myles. 2<sup>nd</sup> by Kathi Webber, it was unanimously resolved to adjourn the meeting at 7:54 p.m. EST.

Kathi Webber, Secretary

June 16, 2022

## MSC Monthly Financial Report

### Report on April 2022 Financials

May 17, 2022

Our latest financial report continues to indicate a healthy financial condition for our Association.

#### INCOME AND EXPENSES:

Our **Income** for April was on budget for the month and for the year-to-date.

Our **Expenses** appear under budget for the month and the first quarter, but that is due to an outstanding tree-trimming bill that is in the process of being paid. Once that bill is paid, we'll be slightly over budget in grounds, but that will even out in a few months.

#### RESERVES:

Through April, our reserves have decreased by about \$19,000 due to moneys spent to upgrade the Clubhouse. We still maintain healthy balances in all accounts.

Submitted by Jim May, Treasurer

OPERATIONS & MAINTENANCE ADVISORY GROUP

June 26, 2022

**Solar Pump is out. SW Pools is working on a plan to fix**

**Mirasol did some repairs to the solar panels prior to the pump going out.**



June 16, 2022

#### LANDSCAPE COMMITTEE REPORT

Activities since last report:

- We are still under the same schedule of trimming and mowing weekly.
- Our boulevard grass has improved so much even without the special treatment the Landscape Company was going to apply.
- We do have some yards that appear to have fungus or something that is killing the grass. The company has been notified and the crew person took photos. Haven't heard anything back as of yet.
- Wet check was done on some of the homes, but due to irrigation limitations, it has not been completed.

#### PENDING and UPCOMING ACTIVITIES:

- We keep updating our planting list and as of today we will be adding several more residents.
- These are mostly taking out overgrown plants and putting in smaller ones. We are still within our budget for the year even after Steve Bragg and I walked the entire property and added several homes. He has made some observations and I'm sure he will tell of these tonight. But he has agreed that The Cottages look pretty good including the grass.
- With the rain we have had has helped out a lot, but weeds are growing along with the grass. We have them scheduled for tomorrow to begin and finish spraying for weeds in yards and sidewalks. All residents have been notified and told that 2 hours needed for drying to be safe.
- The sod has not been measured for replacement; this will occur in the next few weeks. We are still waiting for the pump to be in full service before laying any sod.
- We have some trees and palms that appear to be rotting or diseased and I will be talking to Brien Roberts to get this taken care of.

#### BUDGET CONSIDERATIONS:

We are continuing with our plan for improvements in our trees and grasses, which the cost are all under budget.

#### RECOMMENDATIONS to the BOARD:

- I have received the 2 bids to reseal the alley. We don't want to complete this until weather is cooler and this was conveyed to both vendors. The bids were \$4,639 and \$3,065 with Anderson whom we have uses for many years was the lower of the two.
- The swale work has been completed and sod replaced. The company also fixed a small area at 556 without additional cost. We have plans to water this sod weekly with manipulating the pump along with our scheduled residents' yards.
- The replacement of the two trees has been put on hold for now.
- The hinges on the Clubhouse doors have been repaired with shims so the locks close properly with cost of \$50.00.

**MSC Communications Committee Report  
Board Update**

June 16, 2022

Activities since last report:

**Social Committee:** Our planned social activities for this season are over. Thank you to everyone who hosted and participated in these events. The Social Committee will meet in the fall to begin planning the 2022-2023 activities.

**General Communications:**

- Recent Cottages articles have been inadvertently omitted from the Woodlands Word. Due to that error, we have been promised a “Catching Up with the Cottages” full page in the upcoming Woodlands Word. That page will include articles about our Gong Show and the Kentucky Derby party.
- Periodic community updates and news were emailed to owners and residents.

Pending/Upcoming Activities: Community news communications as needed.

Budget Considerations: None at this time.

Recommendations for Board review: None at this time.

Submitted by Jim and Marylin May  
Communications Committee Co-Chairs