

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
January 20, 2022, 7:00 p.m. EST
(*Conducted in person and via Teleconference*)

Call to Order President

Secretary, Kathi called the meeting to order at 7:00 pm

Confirm Quorum

John Martin, Carole Myles, and Kathi Webber in person. Bob Metelko was in attendance via teleconference call. Six (6) homeowners also joined the call or were present. Marilee Casale was absent.

Proper Notice

A proper Notice and Agenda was sent to all homeowner via email and posted on the neighborhood bulletin board on 1/18/2022 at 6:30 pm.

Adopt Agenda
Motion

Upon a motion by Bob Metelko and seconded by John Martin. The Agenda was unanimously approved.

Approve Minutes
Motion

Upon a motion by Bob Metelko, seconded by Carole Myles the minutes of the Dec 16, 2021. Board meeting was unanimously approved.

Opening Comments

Welcome

If you are here at the clubhouse and you are not vaccinated, we strongly encourage you to wear a mask. Anyone who is vaccinated and wishes to wear a mask, can do so.

Welcome everyone and thanks to Bob Metelko for hosting tonight's call; and to Chris Smith for arranging the TV monitor and setting up internet access at the clubhouse so both in-person as well as online members can fully participate.

A special thanks to the volunteers for arranging the luminary night.

Thank you to everyone that volunteers to keep our circle looking great.

Treasurer's Report

Cash – \$119,400. Assets: \$273,700.

Liabilities: \$273,700

Expenses – \$20,600. Mulch bill was paid last month

We were only \$5 overbudget

Grounds budget came in for the year \$30k under budget

Reserves increase \$8.7k.

Only one home is past due by just over \$900.

See report for full details

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:

- \$30k under budget. It was due to us anticipating that Chris and Carole would not continue in their role in '21 which didn't happen. We also did wholesale contracting for mulch and tree trimming which saved us \$\$\$.
- Wilhelm renamed GreenTech.
- We are working with them not to blow leaves into the grass.
- Limited watering is needed at this time.
- Another queen palm had to be removed due to disease
- Irrigation Issues – Rivendell continues to work with us as they have issues with our shared irrigation pump.
- GreenTech to finish one home's tree planting
- Fertilizing was completed
- Continue to monitor the landscapers' performance. Brian Robert is our lead contact. They are instituting a tracking system for when they will be on site and all issues that Carole has asked them discuss
- See report for complete details

Facilities Management

One mailbox was badly damaged. It has been replaced.

AC filter has been replaced. Thank you to Joe Casale for spearheading this effort.

Leaks in solar panel once again. Mirasol has fixed this issue

ARC

We have no formal ARC committee within the Cottages. John Martin is the board liaison for the Cottages and Joe Casale is the MSC representative on the committee.

Two requests – 533 for side pavers where grass will not grow, and 534 MSC side window replacements has been approved.

The ARC forms must be delivered by the 15th of a month to Lighthouse Property Management for the ARC committee to review on the last Thurs of each month. Our Board only has the power to recommend or not recommend approval. The final approval is done by the Big Riv ARC.

FYI...Big Riv has passed a motion to fine people that start work prior to formal approval. Fine \$100.

Communications

Welcome Committee – thanks Chris for getting the handbook Assembled. To be delivered in January to all residents

Sunday coffee and cocktails by pool was a great success.

Next event will be Pie Day Party Sunday at the clubhouse. RSVP by Friday (tomorrow)

Use “Your neighbor at MSC” as a means if you want to share anything with a neighbor

Reminder: The clubhouse is now open for homeowners to reserve. Contact Kathi Webber or Debbie Craddock to reserve.

Old Business

Cameras at Entrance

Chris Smith - Big Riv was contacted to find out what brand they were using on their pool area. \$300-400 to install. Focus is entrance. Video will be saved for 1 week and available for police if needed. Homeowner expressed concern that this not needed & the people should put up cameras at their home.

Nominating Committee

Board Liaison – Carole Myles. Members: Steve Bragg, Chris Smith and Debbie Craddock. Meet the candidate’s event. January 29th at 10 am. Bob Dombrowski will be hosting.

Big Riv ARC

Big Riv accepted our request for their ARC committee to act on our behalf. We do have representation on the committee, Joe Casale, and John Martin as our Board Liaison.

The Cottages BOD does review all requests and make recommendations that the ARC committee to Approve or Not.

New Business

Annual Meeting Packets

Packets were assembled today. Many thanks to Chris Smith for all his printing efforts. Thanks to Debbie Craddock, Chris Smith and Dorie Bourke for helping me assemble them.

We will be voting in our annual meeting on two amendment changes. We will be looking for volunteers to work with neighbors to ensure we get the packets and word out

Two amendments will be included for voting in the annual package.

1. Move from super majority to majority. This is to address the issue we have with getting 2/3rd of homeowners to vote on a topic
2. Amend the by-laws to allow fences

Big Riv Tree Trimming along Rivendell Blvd

Notice went out today to homeowners today impacted by trimming along Rivendell Blvd. They will also be replacing the bricks and they will be adding a cap. 2 Trees coming out that are dead. Starts on the 25th. All of this trimming is done on common land.

Green Tops owner, Steve Grant, will be available on Monday to meet with owners at 10am. If there is a change to this time, Carole will notify people.

Request: Could they also do work for home near pond that is on common ground?

Clubhouse and Community Spring Power Wash Plans

New View Cleaning – They will be beginning Monday, Feb 21st , skip Tuesday and then they will continue on for the rest of the week working on clubhouse & pool area, sidewalks and curb cleaning. Homeowners can contract separately for private services at reduced cost:

Price: \$70/55/40 depending on size of driveway. Fences \$2.00 per linear.

Board of Directors Comments

Thank you

Homeowners Comments

1. Contact Update Sheets. Please make corrections and get them to Chris Smith ASAP
2. Hoskin Pest Control has increased rates for those that use them. Debbie Holton-Smith would be willing to try to see if we can get group pricing. Email Debbie or John Martin if you are interested.

Next Board Meeting

February 24, 2022, 7 pm via ZOOM. & Clubhouse
Annual Homeowners Meeting, Feb 17, 2022

Adjournment

Upon motion by Bob Metelko, seconded by John Martin, it was unanimously resolved to adjourn the meeting at 7:45 p.m. EST.

Kathi Webber, Secretary

January 20, 2022

MSC January 2022 Financial Report

Report on December 2021 Financials

NOTE: MOST AMOUNTS WILL BE ROUNDED TO THE NEAREST \$100 OR \$10

Balance Sheet:

Cash was down from \$131,400 to \$119,400.

Total assets were down from \$305,900 to \$273,700 due mostly to timing in accounts receivable

Total Liabilities and Equity were down from \$305,900 to \$273,700

Income Statement:

Total income for the month \$20,800, essentially the same as last month.

Total expenses up from \$6,200 to \$20,600 mostly due to the grounds contract and mulch

Total Income after including Other Expenses, (\$1,000).

The actual to budget numbers follow for December:

Our income was \$5 over budget.

The grounds account is the biggest, and it came in under budget by \$1,100.

Building Maintenance was \$250 under budget.

The Swimming Pool account is under budget by \$130.

The Utilities is under budget by \$40.

The Administration account was over budget by \$2,800.

Net income was \$1,300 under budget for December.

The actual to budget numbers follow for the full year 2021:

Our income was \$1,000 over budget.

The grounds account is the biggest, and it came in under budget by \$30,000.

Building Maintenance was \$2300 under budget.

The Swimming Pool account is under budget by \$1100.

The Utilities is under budget by \$240.

The Administration account was over budget by \$1,900.

Net income was \$32,500 over budget for 2021.

RESERVES:

The Reserve Accounts increased \$1,300 for December and increased \$8,700 for the year

A/R Aging:

Includes on home and the amount owed is down from \$1,744.12 to \$964.24.

MSC JANUARY 2022 FACILITIES REPORT

One mailbox was badly damaged and has been repaired. Another mailbox had the hinges repaired.

The new pool furniture should be arriving soon.

We are planning a number of upgrades to the interior and exterior of the clubhouse.

LANDSCAPE COMMITTEE REPORT: January 20, 2022

Activities since last report:

On December 17, 2021 Wilhelm Brothers Landscape Company (now known as GreenTech) was given three months to show the Board completion of their contract stated landscape work. We have been evaluating their work on a weekly basis. We've have had a difficult time instructing all workers about blowing the leaves into the street for pick up and disposal. I've spoken to the owners and think I finally have their attention regarding not accepting leaves blown back into the grass!

We have requested a different crew for our development and at the end December we were assigned a new crew. One worker from the previous crew will remain on the job since there has not been any problem with his work.

All sod previously installed failed and was replaced free of charge and is currently doing well.

The plant ordered previously purchased was planted last week at 527.

Weed control was applied and notice was sent to all residents including two residents that had concerns about their health who were personally notified the day of spraying.

Mowing has been at a minimum due to slow winter growth and not required weekly.

Myrtles and jatrophas have been trimmed for the season.

Another Queen palm had to be removed due to the disease attacking this plant. There are several others that we are watching closely. GreenTech said the disease is spreading throughout Sarasota.

The irrigation team found several broken, incorrect settings and repairs needed for the irrigation systems. They have been repaired and residents notified of need to replace their irrigation boxes. One resident has not responded to our request to replace their box. This will be dealt with soon.

Pending/Upcoming Activities:

We will continue watching our landscaper to evaluate the weekly landscape work.

Brendan Dooley, the owner will be setting up a tracking system for the Board to use. This will allow them to see what is scheduled and when completed.

Brendan is gone for a couple months and have assigned Brien Roberts to be here every Tuesday to run the crew. I have received the form that he is using for tracking with Tuesday being the first day but it will be ongoing. This tells when they arrive and how many workers are present with all the type of work that was completed. It also shows time that they leave. I have been tracking this information in my calendar for the past two years. I welcome their tracking system and I can see what they completed and any special requests that I had listed for them to complete.

Budget Considerations:

We are still under budget for landscaping.

Recommendation for the Board:

The Board has put decisions on other bids for a new landscaping company on hold until the end of March.

Carole Myles
Landscape Chair