

**Riverwind Cove Homeowners Association
Board of Directors Meeting Minutes
16410 Oakview Circle
October 28, 2023 @ 9AM**

<https://us02web.zoom.us/j/82051003013?pwd=M1pJMStYZ3BIMFNZN0taYjJPOUEwdz09>

Attendance

Zoom:

In Person:

■ Attendance 10-28-23

I. ROLL CALL OF OFFICERS

Officer roll call took place at
Board members present are as follows:
Michael Vitch (President) 9:03
Pat Picco (Treasurer) 9:04
Denise Fitzpatrick (Secretary) 9:03
Jonah Ketola (Director) 9:03
Cathy Hayes (Open Position) 9:10

Other members present:

n/a

Board members absent are as follows:

n/a

II. CALL TO ORDER (Vitch @ 9:03)

III. WELCOME (Vitch @ 9:03)

III. TREASURER'S REPORT (Vitch @ 9:06)

Transfer Fee Update - refunds mailed, totaling \$40,000
Current Assets: OP - \$89,604.97 / RES - \$88,685.71 (as of 10/27/2023)

IV. COMMITTEE REPORTS

A. Architectural Review Committee (ARC) (Tate @ 9:38)

16731 Oak Grove Ct

Lot 41 - Fire pit installation in back yard

Motion by Pat Picco to approve

Motion seconded by Michael Vitch

Unanimously Approved

Motion approves @ 9:39 am

18091 Riverchase Court

Lot 63 - Re-roofing of house + skylight installation

Motion by Michael Vitch to approve (stipulation of skylight)

Motion seconded by Jonah Ketola

Unanimously Approved

Motion approves @ 9:40 am

Riverwind Cove Homeowners Association
Board of Directors Meeting Minutes
16410 Oakview Circle
October 28, 2023 @ 9AM

<https://us02web.zoom.us/j/82051003013?pwd=M1pJMStYZ3BIMFNZN0taYjJPOUEwdz09>

16300 Forest Mist Court

Lot 6 - aluminum fencing around entire property

Don Tate will send formal response

16420 Oakview Cir

Lot 76 - new house construction; awaiting additional information ARC requested of lot owner and contractor

Motion by Michael Vitch to table application until submission of application is complete

Motion seconded by Pat Picco

Unanimously Approved

Motion approves @ 10:12 am

B. Welcome Committee (Adelle @ 9:06)

No updates

C. Budget Committee Update (Picco @ 9:07)

Will meet following the Board Meeting

D. Hearing Committee (Vitch @ 9:12)

16631 Willow Point Court

Lot 23

Fine upheld

16280 Forest Mist Court

Lot 4

Violation remediated

V. OLD BUSINESS

A. Approve Minutes 09/30/23 (Fitzpatrick @ 10:20)

Motion by Jonah Ketola to approve September Minutes

Motion seconded by Pat Picco

Unanimously Approved

Motion approves @ 10:23 am

B. Management Company Issues (Vitch @ 10:24)

- September Financial Report

Concerns regarding dates - received late; due by the 15th of each month

- Transfer Fee Refunds

Refund fees have been mailed

- Annual Assessment

Letter mailed regarding annual fees due dates - all fees are due 1/1 of each year, late fees begin on 1/15

Sandcastle Process

Task: Sandcastle will send payment coupon to Treasurer

Task: Electronic/Hard Copy bills will be sent to community owners

Riverwind Cove Homeowners Association
Board of Directors Meeting Minutes
16410 Oakview Circle
October 28, 2023 @ 9AM

<https://us02web.zoom.us/j/82051003013?pwd=M1pJMStYZ3BIMFNZN0taYjJPOUEwdz09>

- Credit/Debit Cards

Nancy sent email for credit card application was sent for credit card/included example application

- Signatory Authority

Vitch has not received anything from South State Bank

Task: Adding additional signer (Hayes), visible access and signature authority (Nancy)

Task: Respond to email from Controller (Picco)

C. CCR Violation Updates

16280 Forest Mist Court

Lot 4

Violation in compliance

Motion by Jonah Ketola to rescind fine

Motion seconded by Michael Vitch

Unanimously Approved

Motion approves @ 9:23 am

16631 Willow Point Court

Lot 23

Fine was approved by the Hearing Committee. The remediation proposed by the owner was not fully completed. The Board did not rescind the fine; and the owner will be notified.

D. Southwest Florida Water Management District (SWFWMD)

Board is working to focus on current complaints.

HOA must legally enforce and maintain conservation easements

County dismissed a code violation complaint, but that does not remediate concerns with SWFWMD

“No herbicides may be sprayed in the conservation easements; this is a licensed activity, only for the removal of nuisance species, by Aquagenix. Homeowner’s and landscapers do not have that authority without licensure and may not spray or remove any native species.”

E. Electric Issues

Still dealing with ongoing electric issues. No permanent solution. A solar fixture has been received, and will be tested shortly, to see if we can mitigate the wiring issues with the street lights.

F. Centurylink Overpayments

This issue has been resolved and overpayment will be credited to an account totaling \$9,054.45.

G. Notice of Preservation

Notice has been filed and recorded, and is in place.

H. Lee County Code Enforcement

Vitch met with Lee County Code Enforcement (Glenn Nixon) regarding a complaint filed against Lot 75.

Glenn Nixon is the Lee County Code Enforcement inspector, who specializes in Drainage issues.

He initially inspected Lot 75, and ultimately dismissed the complaint from Lee County’s perspective for the rear culvert.

**Riverwind Cove Homeowners Association
Board of Directors Meeting Minutes
16410 Oakview Circle
October 28, 2023 @ 9AM**

<https://us02web.zoom.us/j/82051003013?pwd=M1pJMStYZ3BIMFNZN0taYjJPOUEwdz09>

VI. NEW BUSINESS

A. Appoint Kathy Hayes (Vitch @ 9:08 am)

Motion by Michael Vitch to approve appointing Kathy Hayes as Board Member

Motion seconded by Jonah Ketola

Unanimously Approved

Motion approves @ 9:08 am

The Board will discuss at the 12/2/2023 meeting positions on the Board

B. Letter (Vitch @ 11:00 am)

Prior CCR Provisions Most Common Violations dating back to 2005

No Commercial Vehicles

Boats and RV's

Unsightly issues

Lawn/parcel maintenance

C. HOA Act - effective 10/1/2023 (Vitch @ 11:03 am)

The Agenda cannot be changed once noticed by the community.

Deposits from community members cannot be co-mingled; a separate bank account must be opened for all construction deposits received.

Fines/Violations: mail letter with notice of fine and what has to be done to remediate the issue

Written notice to parcel owner regarding suspension of Voting Rights if more than 90 days in arrears on fee payments

Long list of what constitutes fraudulent voting activities.

Long list of rules and requirements for HOA Board members

D. Collection Module Provisions (Vitch @ 10:20 am) - Tabled discussion until 12/2/2023 Board meeting due to time constraints. The schedule below in 'red' is what Sandcastle has proposed.

All fees associated with collection of monies owed to the Association, shall be paid by the delinquent resident. Currently this is 1.5% monthly interest on the overdue amount, delinquency letter fees by the management company \$10 per letter for the first two notices, and \$40 for the final notice; which occurs prior to sending the issue to the HOA attorney for placement of a lien. There is also a \$75 collection processing fee, and ALL attorney costs if the issue goes to an Intent To File a Lien.

E. Resident Halloween Trick or Treat (Vitch @ 11:11)

There will be a resident Halloween Trick or Treat on 10/28/23

F. HOA Historical Issues (Vitch @ 11:15)

Past violations are being reviewed by the Board; they are extensive concerning conservation easements.

VII. PUBLIC COMMENT

Can the board make an interpretation of specific items (set list) like the color palette, for example fence materials?

Should the board notify the new homeowner to rope off the lot due to Halloween traffic?

Alva Strong notified the community regarding the "Farm Stewardship" proposal.

**Riverwind Cove Homeowners Association
Board of Directors Meeting Minutes
16410 Oakview Circle
October 28, 2023 @ 9AM**

<https://us02web.zoom.us/j/82051003013?pwd=M1pJMStYZ3BIMFNZN0taYjJPOUEwdz09>

VIII. NEXT MEETING DATE

The next monthly Board of Directors meeting will be held December 2, 2023.

IX. ADJOURNMENT @ 11:20

Denise Fitzpatrick, Secretary
10/28/23