

**Riverwind Cove Homeowners Association
Board of Directors Meeting Minutes
16410 Oakview Circle
February 24, 2024 @ 9AM**

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

Attendance

Zoom:

Tara/Renee Celaya

Don Tate

In Person:

■ In-Person Attendance 02/24/24 (see attached sign-in sheet)

ROLL CALL OF OFFICERS

Officer roll call took place at

Board members present are as follows:

Michael Vitch (President) 9:00

Pat Picco (Treasurer) 9:00

Denise Fitzpatrick (Secretary) 9:00

Jonah Ketola (Director)

Cathy Hayes (Open Position) 9:00

Board members absent are as follows:

Jonah Ketola

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

Public Comments/Questions (these will be on going through topic discussions, instead of holding all comments for the end of the meeting).

II. WELCOME (Vitch @ 9:03)

III. BOARD REPORTS (Vitch @ 9:01)

A. Approve Minutes 01/27/24

Motion by Michael Vitch to approve January Minutes

Motion seconded by Pat Picco

Unanimously Approved

Motion approved @ 9:12am

B. Financial Report (Pat @ 9:16)

-Operating Funds balance \$159,555.37

-Reserve Funds balance \$76,235.92

Legal fees paid through Reserve Funds, Transfer Fee Refunds paid from RES funds and Survey paid via RES funds

-Aging Report: 17 parcels (21%) in arrears for 2024 (60 days) - second notices have been sent - third notice at 90-days in arrears will result in lien placement proceedings (NOLA) and suspension of voting rights

Q: Legal Fees to date?

A: \$3,000

Q: Lien process?

A: Lengthy - all associated HOA costs will be borne by the resident in arrears (Collection Module is online)

Q: Of those in arrears how many are part time?

A: Review of all 17 parcels in arrears

Q: Who is maintaining the grass on lots that are unpaid?

A: We try to reach out to lot owners; those lots not kept to community standards will eventually move to a Fine

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Q: Is there a mechanism to turn off the internet for those who are unpaid?

A: We would need a court order, due to the contract wording.

IV. COMMITTEE REPORTS

A. Architectural Review Committee (ARC) (Vitch @ 9:33)

18230 Riverchase Court - Permit Inspections Ongoing

Reroof project; cement tile, no color change

Conditions:

All permissions/permits must be approved.

Ground markings by 811 Sunshine.

Within the compliance scope of SFWMD.

Motion by Michael Vitch to approve 18230 Riverchase Court roofing project per meeting ARC conditions

Motion seconded by Pat Picco

Unanimously Approved

Motion approved @ 9:34 am

16730 Oak Grove Court - no permits required

Landscaping - using ALL native plantings. Detailed plans laying out placement. No CE or DE encroachment

Conditions:

All permissions/permits must be approved.

Ground markings by 811 Sunshine appropriately completed

Within the compliance scope of SFWMD.

Motion by Michael Vitch to approve 16730 Oak Grove Court landscaping project per meeting ARC conditions

Motion seconded by Pat Picco

Unanimously Approved

Motion approved @ 9:36 am

16730 Oak Grove Court - Permits In Review

Solar Panels - meets all Florida requirements under FS 163.04

Conditions:

All permissions/permits must be approved.

Ground markings by 811 Sunshine appropriately completed.

Within the compliance scope of SFWMD.

Motion by Michael Vitch to approve 16730 Oak Grove Court solar panels per meeting ARC conditions

Motion seconded by Pat Picco

Unanimously Approved

Motion approved @ 9:42 am

Construction In-Progress

16740 Oak Grove Court - Permitted

Status: Final Phases of construction

18110 Riverchase Court - Permitted

Status: block work ongoing / lumber-trusses on site

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16420 Oakview

Permit Status: Waiting on applicant; no work in progress. No ground marking in place for FPL, Fiber Optic and street lights in place.

18151 Riverwind Drive

Status: Waiting on applicant; no work in progress. Ground markings in place for FPL, Fiber Optic and street lights in place.

B. Sales/Welcome Committee

16730 Oak Grove Court - expected move in is 2nd week of March, 2024

Status: closed 01/08/24

Harbaugh

18041 Riverchase Court - expected move in is March, 2024

Status: CO issued

Spires

18191 Riverwind Cove

Status: closed 02/02/24; and has moved in

Cromer

C. Budget Committee Update

2025 Budget

HOA dues will increase 10% to \$1,060 / year + Internet \$646.55 (58 homes included in the Bulk Contract).

Budget vote will occur at the Annual Meeting on Monday, 04/01/2024 at 7pm.

V. OLD BUSINESS

SFWMD Inspection completed on 02/05/2024. Report still pending, which will be followed by a meeting with SFWMD to discuss remedy options, given conflicting evidence for specific likely citations.

ALL conservation easement boundaries will need to be permanently marked with signs. They may not be moved or removed by residents in perpetuity (per the permit language).

Residents may not refuse conservation easement and/or drainage easement inspection and/or maintenance work on their property.

***Front swales: if they convey water directly to a surface water drainage structure, they must be maintained by the HOA; this is per SFWMD. ALL other front swales are the parcel owners responsibility to maintain.

ALL Drainage Easement maintenance work is a legal and financial responsibility of the Association - we expect this work to be accomplished by Special Assessment or an HOA loan; with a Special Assessment being the favored option; given our high level of late payments.

Q: Do you have a copy of the release from the turnover?

A: Yes. It is brief.

Q: Can we send a hard copy letter to the community via mail?

A: Yes, with associated costs to HOA for letter generation, postage, supplies and personnel time.

Q: Are we paying for a fence that was removed, before it was necessary to remove?

A: No, this will be discussed after the SFWMD report is received.

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B. CCR/SFWMD Compliance Issues

CCR and SFWMD Compliance Issues - both are HOA responsibilities

C. Proposed CCR Revisions (Hayes @ 11:26)

Proposed CCR revisions: Article V - Sect 3 (fences) / Sect 10 (vehicles) - moving ahead. Will likely add Capital Contribution fees for new residents, following legal review, to the proposed CCR revisions. Limited proxies will be gathered for each CCR revision item.

D. HOA Tax Return (Vitch @ 11:28)

The Davis Group (TDG) completed our Federal tax return (1120-H). Cost was \$250. Sent to IRS 02/06/2024

VI. NEW BUSINESS (Vitch @ 11:30)

A. Newsletter (Vitch @ 11:30)

Quarterly seasonal Community Newsletter 3/1, 6/1, 9/1 and 12/1 going forward

Please watch your inboxes.

Q: Could we create a paper based Newsletter and charge for advertising?

Yes; advertising can also be included in the electronic version to save the HOA mailing costs.

B. Finance Only Contract (Vitch @ 11:33)

Finance Only Contract with Sandcastle - was effective 1/1/2024.

Continue or terminate? Continued problems with Sandcastle accounting services. At times, very long delays in paying approved invoices (months). Financial Reports not received on time. No direct signatory authority by Board members to bank accounts, when emergency payments are required. Once transitioned back to the community, ALL outgoing checks will require two (2) Board member signatures.

Motion by Michael Vitch to terminate Sandcastle

Motion seconded by Pat Picco

Unanimously Approved

Motion approved @ 11:49 am

C. New Advisory Committees

CCR Compliance Committee (functioning)

SFWMD Compliance Committee - will begin following SFWMD report

D. Cross Creek Environmental next visit is scheduled for 02/29/2024

E. Annual Meeting (Vitch @11:56)

Monday, 04/01/2024 @ 7:00 pm at 16410 Oakview Circle.

In accordance with the HOA governing documents which require the Annual Meeting to be the first Monday in April of every year.

VII. FINAL PUBLIC COMMENTS/QUESTIONS

Q: Can stakes be pulled out of the yard?










A: Not yet. We will be challenging some of the likely findings; and SFWMD may want to return.

IX. ADJOURNMENT @ 12:01

Denise Fitzpatrick, Secretary

02/24/24

FEBRUARY 24, 2024
HOA BOARD MEETING
RIVERWIND COVE HOMEOWNERS ASSOCIATION

LOT #	NAME	ADDRESS	SIGNATURE
	Don O'Donohue	16400 Oakwood Cir	
35	Adela Smith	18140 Riverchase Ct	
67	Ben Train	16510 Oakview Cir	
604	Ally Hayes	18101 Riverchase Ct	
	Tyler + Kim Stempel	16300 Forest Mist Ct	
18	Deanne + Penny Greus	18230 Riverchase Ct	
55	Rob & Marlene M.D. Ken	18001 Riverchase Ct	
	Debra + Maria Dismore	18220 Riverchase Ct	
7	Map Picco	16141 Riverchase Ct	
	Michael Carr?	unable to confirm	
	Rene & Tara	Zoom	
	Don Tate	Zoom	