

RIVER OAKS HOMEOWNERS ASSOCIATION

Meeting Minutes of 11 July 2016

1. Call to order

Jeff Morey called the meeting of the ROHA to order at 7:04 pm on Monday, July 11, 2016 in the Conference Room at the Ashley River Fire Department.

2. Roll call

Present: Jeff Morey, V. President, Darcia Hicks, Treasurer, Dean Hinson, Sean Patrum, Ellen Sapp, Dennis Shelters, Betsy Mitchum, Bill Summer, and Michelle Jackson. Linda Prowell, a homeowner, also attended the meeting.

3. Secretary's Report

No minutes from May or June were presented. May were outstanding from the June meeting.

4. Treasurer's Report

Question: Do we know how many homeowners have not paid dues? Darcia is not able to break this out. This is an outstanding request to discuss with Halcyon. Sean Patrum made a motion to accept the Treasurer's report as presented and Dennis Shelters seconded the motion. The Treasurer's Report was voted on and approved.

5. Unfinished business

a. *Update regarding Executive Committee meeting with Halcyon* – meeting has not occurred. Jeff Morey reported that he and Kevin Bruch had spoken and there still has been no responses from Halcyon to our request for a soft copy of what the letters look like that are sent to the homeowners. This will be an action item for the Executive committee.

b. *Message signs*

1) Expiration date for 180 day permit window

2) Purchase signs

Michelle Jackson made a motion to have Darcia contact Atlas signs to determine:

- Is the prior price still valid?
- Would they be willing to credit our account for the \$325.00 that's already been paid

- How much lead time would they require so that we would have adequate time to obtain the permits?

Betsy Mitchum seconded the motion. The motion was voted on and approved.

c. Appian Way Drainage Ditch

Michelle Jackson made a motion for Betsy Mitchum to contact her friend, a real estate attorney, to determine how much it would cost to draw up the legal transfer of ownership from the owner, Mr. Willie Rhodes, to ROHA

Dean Hinson seconded the motion and the motion was voted on and approved.

Kevin Bruch is tasked with obtaining a written quote from the current contractors working on the Faith Assembly Church for the clean out of the ditch.

d. 3213 Wynnfield

Darcia has mentioned that the house now is on the violations listing. Because they have let Darcia know that they had never received the notifications before of violations (the house is in a rent-to-own situation), she will email them as a courtesy to let them know that they now have violations. Betsy asked if we could not send them any additional violation letters, however, the ROHA attorney, Webb Charpia, has advised that since they are in litigation, that no action should be taken by the board.

6. New Business

a. Executive committee meeting report – Jeff Morey reporting

- C&R discussion - clarification and history
- Foreclosures – Darcia has a check to be signed for \$2000.00 that will cover the cost of starting the legal process of foreclosure for 5 homes.
- Michelle Jackson made a motion for Darcia to hold the check and not sign until we get a document from Halcyon that outlines the steps that will be used to move forward, e.g., (1) send a letter to the homeowner letting them know a foreclose will be started (2) foreclosure paperwork will be forwarded to the court, etc. Betsy Mitchum seconded the motion. The motion was voted on and approved.

b. Bylaws Committee – Betsy Mitchum reporting – copy of report provided

BYLAWS COMMITTEE

At our ByLaws Committee meeting on 6/21/16 Darcia, Paula, Wendi, and Ernie were in attendance.

We began our discussion with determining a need to begin with the most recent copy of the ByLaws (Rev 1, Nov 13, 2005). The copy was not updated to include amendments that were approved at the last annual meeting. Those addressing our management service representation (Halcyon) Art 5 Sect 4D. There was a discussion addressing electronic disbursements but decided to forgo further pursuit. The other approved amendment addressing the Communications Committee (Art 10, Sec 2) was also not in the most recent copy.

There was also some initial discussion on the relationship of ByLaws preservation and enhancement issues and Restrictive Covenants issues.

We adjourned with our most recent copy to review for further discussions.

Ernie Kornahrens

c. Community ARB and C and R's – Dean Hinson reporting

Conversation centered around updated the ARB form and changing the process so that the form is only emailed to Halcyon instead of mailed in. There have been problems with timeliness of mailed forms. The committee is working on a new form that homeowners can fill out online. Michelle Jackson said that she would change the next newsletter and the webpage so that Halcyon's email is listed instead of the mailing address.

Kevin has the action to talk with Halcyon regarding the way the violations report is presented because we can't easily tie it back to what's owed, what violations have been charged, which are outstanding and which are ongoing.

d. *Community Advocacy – Ellen Sapp reporting – report presented*

Community Advocacy Committee
June 21, 2016
6:30 PM

The following members of the Community Advocacy Committee met for their first meeting:

Ellen Sapp
Kevin Bruch - Add on

The following issues were Discussed as per our agenda:

1. Work with the sewer plant problem we have on a continual basis. Kevin Bruch, President ,ROHA, stated Anna Mitchell was following up on this. Anna called with no avail. Will follow-up.
2. Work on the problems we are having with the drainage ditches in several areas in the neighborhood. Kevin stated that Mr Rhodes is willing to give back property along Appian Way. Mr. Bailey is working on this. Still a work in progress!
3. Contact Dorchester County Sheriff once a quarter to get crime watch Report. Betsy Mitchum gave me a new name to contact -Etta Brooks. Received a 31 page report and made the ones pertaining to our Neighborhood(5).
4. Write-up a crime report for neighborhood to get crime watch report- Attached
5. Work on attending school board meeting or Dorchester County Council Meeting, Taylor Plantation Meeting. Bill Summer will attend 1 meeting For school board as he works for Dorchester County. Other meetings were discussed, but since this is first meeting of the committee, this was tabled and will be discussed at a later date.

Respectfully submitted,



Ellen M. Sapp

In addition, Ellen mentioned that she had spoken to Larry Harper regarding the sewer plant and would follow up with him but would like someone to talk to him with her as she doesn't have the expertise. Michelle offered to send Ellen Lt Junior Barnhill's email address so she can follow up with him on incidents in the neighborhood.

- e. Community Maintenance – Paul Amarendran had sent separate email with status of neighborhood maintenance issues.*
 - f. Community Outreach – Michelle Jackson reporting. The Fall neighborhood yard sale will be held on Saturday, October 8th from 8:00 to 1:00. We will include the yard sale in this month's newsletter. Betsy also reported that she would follow up with Halcyon regarding the welcome letter/package. Michelle has finished the welcome letter with updated neighborhood information and Michelle and Betsy will work to get a package together.*
 - g. Communications Committee – Jeff Morey reporting. Jeff has not been able to get with his neighbors son regarding the web page. Karen is putting together an address listing to be used to distribute the newsletter electronically. Michelle has prepared a draft of the newsletter for July and Halcyon is still not preparing the labels as we would like them to.*
7. Jeff Morey made a motion to adjourn at 8:17 and the motion was seconded and approved.

Minutes respectfully submitted by Michelle Jackson, 7/13/2016

Note: Treasurer's Report and Budget Year to date on subsequent pages.
Maintenance Committee email also attached.

RIVER OAKS HOMEOWNERS ASSOCIATION
TREASURER'S REPORT
 PERIOD ENDING JUNE 30, 2016

BB&T Operating Account – Ending Balance May 31, 2016	\$24,820.49		
BB&T Money Market Account - Ending Balance May 31, 2016		\$29.94	
Crescom Operating Account - Ending Balance May 31, 2016			
Crescom Money Market Account – Ending Balance May 31, 2016		\$44,670.32	\$9,985.76
Deposits Jun 1 – June 30, 2016			
2015-2016 Dues – Lock Box Deposits	\$ 958.75		
Previous Years Dues	\$ 0.00		
Late Fees	\$ 0.00		
Fines/Fees (C&R's/Legal Reimbursement)	\$ 0.00		
Voided Check	\$ 0.00		
Interest	\$ 0.00	\$ 12.82	\$ 0.00
Total Deposits	<u>\$ 958.75</u>		
Balance	\$25,779.24	\$44,683.14	\$29.94
Expenses Jun 1 – Jun 30, 2016			
Check# 1071 Lawn-O-Green (Greens/Ponds)	\$ 2,625.00		
Check #1072 Halcyon Real Estate (Invoice/C&R)	\$ 1,202.95		
Check #1073 McCabe, Trotter, Bev (Foreclosure Retainer)	\$ 2,000.00		
Check #1075 Darcia Hicks (PO Box Renewal 6 months)	\$ 51.00		
Check #1074 SCE&G	\$ 839.09		
Total Expenses	\$ 6,718.04	\$0.00	\$ 0.00
Transfer to Money Market			
Balances as of June 30, 2016	\$19,061.20	\$44,683.14	\$ 29.94
			\$ 9,985.93

RIVER OAKS HOA
 BUDGET YTD Jun 30, 2016
 Source: General Ledger

Chart of Accounts	River Oaks HOA Income	2016 Budget	Year to Date	Remaining (Interest is averaged)	Assumptions (at time of budget approval)	Budget Clarifications/Notes
3010	Regime Fees	\$ 70,770.00	\$ 62,296.00	\$ 8,474.00	674 Homes at \$105	Includes 2016 and previous years dues/Late Fees/C&R/Legal Reimbursements Money Market BB&T
3050	Interest Income	\$ 10.00	\$ 61.64	\$ 70.00		
3000	Total Income	\$ 70,780.00	\$ 62,357.64	\$ 8,544.00		
4010	Expense	\$ 13,476.00	\$ 6,738.00	\$ 6,738.00	Contract Fee of \$1,123 per month	
4020	Management Fees	\$ 1,800.00	\$ 216.14	\$ 1,583.86	Allowance	
4030	Newsletter/Printing	\$ 1,000.00	\$ 1,102.78	\$ (102.78)	Includes invoice for dues/copies and envelopes	BBT Lockbox billing
4040	Office Expense	\$ 500.00	\$ 179.93	\$ 320.07	Allowance	
4040	Special Events	\$ 1,400.00	\$ 479.68	\$ 920.32	Based on 4 mailings per year and office mailings	
4050	Postage/Bulk Mail	\$ -	\$ 51.00	\$ (51.00)	May decide to discontinue in 2016	
4051	Mail Box Fee	\$ 100.00	\$ -	\$ 100.00	Allowance	
4052	Facility Use	\$ 1,284.00	\$ -	\$ 1,284.00	Based on current overdue report	
4060	Bad Debt	\$ -	\$ -	\$ -	Checks ordered in 2015	
4070	Bank Charges	\$ 250.00	\$ 200.00	\$ 50.00	Tax Return fee	
4080	Tax Preparation	\$ 1,000.00	\$ 2,100.00	\$ 1,900.00	Uen filings	
4090	Legal	\$ 700.00	\$ 931.75	\$ (231.75)	Allowance	Board approved \$4,000 for collections Lighting Repair
5020	General Maint.Repairs	\$ -	\$ -	\$ -		
5030	Emergency Fund	\$ 26,400.00	\$ 14,700.00	\$ 15,800.00	Contract Fee	2016 contract \$30,000.00 (\$3,600.00 increase + Ant Control service \$500.00) \$4,100 shortfall
5110	Landscape Service	\$ -	\$ -	\$ -	Included in contract	
5115	Fertilization and Weed Co	\$ 5,500.00	\$ 2,731.25	\$ 2,768.75	Based on current budget / 1000 baes est.	
5130	Landscape Repairs	\$ 1,500.00	\$ 750.00	\$ 750.00	\$1.25 per month for service	
5160	Mulch/Pine straw	\$ 9,500.00	\$ 5,055.76	\$ 4,444.24	Currently under budget/adjusted	Based on current average billing budget shortfall approx \$600.00
6120	Pond Maintenance	\$ 420.00	\$ 35.24	\$ 384.76	Based on current fees	
6130	Improvements	\$ 4,050.00	\$ 4,038.00	\$ 12.00	Includes GL and D&O Insurance	
8110	Electric/Irrigation	\$ 400.00	\$ 104.89	\$ 295.11	Allowance	
8130	Water/Irrigation	\$ 1,500.00	\$ 39,414.42	\$ 1,500.00	Allowance	
9110	Insurance	\$ 70,780.00	\$ 39,414.42	\$ 38,465.58		
9510	Property Taxes					
9710	Reserve Funding					
	Total Expense	\$ 70,780.00	\$ 39,414.42	\$ 38,465.58		

Projected Year End Balance
 (Includes increased expenses for Landscaping. Assumes all budgeted lines will be exhausted with no additional income. Emergency fund balance deducted)

Bank Balances 6/30/16	Projected Expenses Jul through December 2016
BB&T Operating	\$ 19,061.20
BB&T Money Market	\$ 44,683.14
Crescom Operating	\$ 29.94
Crescom Money Market	\$ 9,985.93
Emergency Fund	\$ 73,760.21
Total	\$ 38,465.58

\$ 25,308.70 Year End 2015 was approximately \$26,524.12

Hi Karen,

I will not be able to attend the above board meeting as I'm leaving on Sunday to Florida, to work on a Church of God-Building project, the whole week.

Maintenance Committee Report:

Active members: Ernie Kornahrens, Sean Patrum, Paul Amarendran

- 1) Road repair (pot holes) called in last month has been accomplished (i.e.) pot holes filled. However, the shallow patches (1" or shallower) had not been fixed. (e.g.) Intersection of Porter @ Wynnefield. I called the county again and Jim, the person responsible called me back. Due to budget restrictions, money ran out in June. The new fiscal year starts in July and therefore they have the money now to fix it. It should be done soon (i.e.) before our August meeting.
- 2) Sidewalk on Parkforest @ Landing Parkway: There is a raised edge ~ 1 ½ " high, against which one lady had tripped and fallen. I have called the county for them to cut the raised part at an angle, with a ceramic blade, to make it even with the sunken block.
- 3) Condition of street signs: Ernie Kornahrens has made a nice list of these 71 signs. I called the county and started giving them the list of bad signs but the lady said that the person responsible will drive by and fix the bad ones. She has my cell number and will contact me before coming. I intend to ride with him and convince him to fix even the border-line-bad signs.
- 4) Rotten tree on Parkforest: Sean Patrum has removed this after Betsy Mitchum reported it.
- 5) Condition of lights: Sean will report what he has done on lights, at the meeting on Monday (7/11). Please add that to this report.