

# RIVER OAKS HOMEOWNERS ASSOCIATION

## Meeting Minutes of 8 August 2016

### 1. Call to order

Kevin Bruch called the meeting of the ROHA to order at 7:05 pm on Monday, August 8, 2016 in the Conference Room at the Ashley River Fire Department. Kevin announced that Karen Graham had resigned from the ROHA Board, as Secretary and as a member of the ARB. Jeff Morey made a motion that Michelle Jackson be nominated as Secretary of the Board. Paul Amarendran seconded the motion and the motion passed.

### 2. Roll call – Quorum attained

Name	Present	Excused
Kevin Bruch	X	
Jeff Morey	X	
Darcia Hicks	X	
Michelle Jackson	X	
Anna Mitchel	X	
Paul Amarendran	X	
Ernie Kornahrens		
Dean Hinson	X	
Rhonda Long		
Bill Summer		
Sean Patrum	X	
Betsy Mitchum		X
Dennis Shelters		
Ellen Sapp		X
Cheryl Cannon		

### 3. Secretary's Report

Minutes from May, June and July were presented to the board. Michelle requested that the minutes be reviewed in two parts – May and June and then July as July needed an amendment. The board reviewed May and June, Jeff Morey made a motion to accept the May and June minutes as presented and Dean Hinson seconded the motion. The motion passed. The July minutes were amended as discussed and Jeff Morey made a motion that they be accepted as amended. Paul Amarendran seconded the motion and

the motion passed.

#### **4. Treasurer's Report**

The treasurer's report, aged report and budget year to date for July were reviewed. Jeff Morey made a motion to accept the Treasurer's report as presented and Michelle seconded the motion. The motion passed.

#### **5. Unfinished business**

- a. *Update regarding Executive Committee meeting with Halcyon* – meeting has not occurred. Executive Board will meet.
- b. *Message signs* – Anna Mitchel will meet with Rebecca at Atlas signs. The signs must be in the ground by December 31, 2016, for Atlas to honor the agreement made to credit ROHA with the \$325.00 fee that's already been paid. Anna will apply for the easement this week. Anna and Paul will stake placement of sign after the board meeting.
- c. *Appian Way Drainage Ditch* Betsy is on vacation. She will contact Dorchester County about the waiver for the back taxes.

#### **6. New Business**

- a. *Executive committee meeting report* – fact finding report will be provided.
  - b. *Bylaws Committee – Betsy Mitchum on vacation* – however Michelle reported that the by-laws with the changes voted on at the General Meeting have been updated and have been forwarded to the ByLaws committee for their review.
  - c. *Community ARB and C and R's – Dean Hinson reporting*  
ARB form is updated and the address to submit via email has been posted in the latest newsletter and on the webpage. Ana Mitchell is willing to step up as the newest ARB member
  - d. *Community Advocacy Group* – Ana Mitchell did speak with George Bailey regarding the sewage plant and they are replacing fittings in an attempt to mitigate the leaking and to cut down on the smell. Ana will follow up.
  - e. *Community Maintenance – Paul Amarendran had sent separate email with status of neighborhood maintenance issues. It's attached at the end of these notes.*
  - f. *Community Outreach – Michelle Jackson reporting.* Michelle and Betsy met and discussed various Christmas community events/decorations. Betsy is also following up on what would be needed for a lighted flag pole at the entrance.
  - g. *Communications Committee – Jeff Morey reporting.* Newsletter was distributed.  
Thanks to all who helped fold and seal and address.
7. Jeff Morey made a motion to adjourn at 8:25 and the motion was seconded by Paul and approved.

Minutes respectfully submitted by Michelle Jackson, 8/14/2016

Note: Treasurer's Report, Aged Report and Budget Year to date on subsequent pages.

Maintenance Committee Report also included.

**River Oaks HOA Aged Accounts Report**  
July 2016

**Aged Amounts for 2015 and Prior**

Assessments Due	\$ 22,711.25
Late Fees	\$ 12,845.00
Administrative Fees (Liens)	\$2,507.50
C&R Fines	\$920.00
<b>Grand Total</b>	<b>\$ 38,983.75</b>

**Aged Amounts for 2016**

Assesments Due	\$ 10,248.25
Late Fees	\$ 5,980.00
Administrative Fees (Liens)	\$ 3,900.00
C&R Fines	\$ 9,375.00
NSF Charges Owed	\$ 80.00
Attorney Fees	\$ 4,800.00
<b>Grand Total</b>	<b>\$ 34,183.25</b>

**Total Aged Report Outstanding \$ 73,167.00**

RIVER OAKS HOA  
BUDGET YTD Jul 31, 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	\$ 69,350.22	\$ 1,419.78	674 Homes at \$105	includes 2016 and previous years dues/Late Fees/C&Rs/Legal Reimbursements**See Aged Accounts Tab**
3050	Interest Income	\$ 10.00	\$ 73.73	\$ 70.00		Money Market BB&T
3000	<b>Total Income</b>	<b>\$ 70,780.00</b>	<b>\$ 69,423.95</b>	<b>\$ 1,489.78</b>		
<b>Expense</b>						
4010	ManagementFees	\$ 13,476.00	\$ 7,861.00	\$ 5,615.00	Contract Fee of \$1,123 per month	
4020	Newsletter/Printing	\$ 1,800.00	\$ 216.14	\$ 1,583.86	Allowance	
4030	Office Expense	\$ 1,000.00	\$ 1,115.27	\$ (115.27)	Includes invoice for dues/copies and envelopes	BBT Lockbox billing
4040	Special Events	\$ 500.00	\$ 179.93	\$ 320.07	Allowance	
4050	Postage/Bulk Mail	\$ 1,400.00	\$ 716.38	\$ 683.62	Based on 4 mailings per year and office mailings	
4051	Mail Box Fee	\$ -	\$ 51.00	\$ (51.00)	May decide to discontinue in 2016	
4062	Facility Use	\$ 100.00	\$ -	\$ 100.00	Allowance	
4060	Bad Debt	\$ 1,284.00	\$ -	\$ 1,284.00	Based on current overdue report	
4070	Bank Charges	\$ -	\$ -	\$ -	Checks ordered in 2015	
4080	Tax Preparation	\$ 250.00	\$ 200.00	\$ 50.00	Tax Return fee	
4090	Legal	\$ 1,000.00	\$ 3,400.00	\$ 600.00	Lien filings	Board approved \$4,000 for collections
5020	General Maint.Repairs	\$ 700.00	\$ 931.75	\$ (231.75)	Allowance	Lighting Repair
5030	Emergency Fund	\$ -	\$ -	\$ -	Allowance	
5110	Landscape Service	\$ 26,400.00	\$ 17,200.00	\$ 13,300.00	Contract Fee	2016 contract \$30,000.00 (\$3,600.00 increase + Ant Control service \$500.00 ) \$4,100 shortfall
5115	Fertilization and Weed Co	\$ -	\$ -	\$ -	Included in contract	
5130	Landscape Repairs	\$ -	\$ -	\$ -		
5160	Mulch/Pine straw	\$ 5,500.00	\$ 2,731.25	\$ 2,768.75	Based on current budget / 1000 bales est.	
6120	Pond Maintenance	\$ 1,500.00	\$ 750.00	\$ 750.00	\$125 per month for service	
6130	Improvements	\$ -	\$ -	\$ -		
8110	Electrio/irrigation	\$ 9,500.00	\$ 5,905.52	\$ 3,594.48	Currently under budget/adjusted	Based on current average billing budget shortfall appx \$600.00
8130	Water/irrigation	\$ 420.00	\$ 69.74	\$ 350.26	Based on current fees	
9110	Insurance	\$ 4,050.00	\$ 4,038.00	\$ 12.00	Includes GL and D&O Insurance	
9510	Property Taxes	\$ 400.00	\$ 104.89	\$ 295.11	Allowance	
9710	Reserve Funding	\$ 1,500.00	\$ -	\$ 1,500.00	Allowance	
	<b>Total Expense</b>	<b>\$ 70,780.00</b>	<b>\$ 45,470.87</b>	<b>\$ 32,409.13</b>		

	Projected Expenses Aug through December 2016
<b>Bank Balances 7/31/16</b>	
BB&T Operating	\$ 13,523.56
BB&T Money Market	\$ 44,665.23
Crescom Operating	\$ 29.94
Crescom Money Market	
Emergency Fund	\$ 9,986.01
<b>Total</b>	<b>\$ 68,234.74</b>

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

**\$ 25,839.60** Year End 2015 was approximately \$26,524.12

RIVER OAKS HOMEOWNERS ASSOCIATION  
**TREASURER'S REPORT**  
 PERIOD ENDING JULY 31, 2016

BB&T Operating Account – Ending Balance June 30, 2016	\$19,061.20			
BB&T Money Market Account - Ending Balance June 30, 2016		\$44,683.14		
Crescom Operating Account - Ending Balance June 30, 2016			\$29.94	
Crescom Money Market Account – Ending Balance June 30, 2016				\$9,985.93
<b>Deposits Jul 1 – Jul 31, 2016</b>				
2015-2016 Dues – Lock Box Deposits	\$ 350.00			
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	\$ 12.09	\$ 0.00	.08
Total Deposits	<u>\$ 350.00</u>			
<b>Balance</b>	<b>\$19,411.20</b>	<b>\$44,695.23</b>	<b>\$29.94</b>	<b>\$9,986.01</b>
<b>Expenses Jul 1 – Jul 31, 2016</b>				
Check# 1076 Lawn-O-Green (Greens/Ponds)	\$ 2,500.00			
Check #1077 Halcyon Real Estate (Invoice/C&R)	\$ 1,123.00			
Check #1081 McCabe, Trotter, Bev (Foreclosure Retainer)	\$ 1,200.00			
Check #1079 Postage	\$ 102.44			
Check #1080 SCE&G	\$ 849.76			
Check #1077 Supplies	\$ 12.49			
Check #1078 SCE&G "VOID"	\$ .00			
Check #1079 Halcyon Real Estate (Collection 3178 Landing Pkwy)	\$ 100.00			
Total Expenses	\$ 5,887.69	\$0.00	\$ 0.00	\$ 0.00
<b>Transfer to Money Market</b>				
<b>Balances as of Jul 31, 2016</b>	<b>\$13,523.51</b>	<b>\$44,695.23</b>	<b>\$ 29.94</b>	<b>\$ 9,986.01</b>

## 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. Followed up again today (8/8/16); no answer!
- 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. Followed up again today (8/8/16); work order expedited but no firm completion date!
- 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. Followed up again today (8/8/16); no answer!
- 4) Rotten tree on Parkforest: Sean Patrum has removed this after Betsy Mitchum reported it.
- 5) Condition of lights: Appian III light blinking. All other lights are good.
- 6) Two trees struck by lightning on Park forest Pkwy were cut down and removed by Sean and others.
- 7) SCE & G junction box on Park forest Pkwy: Called SCE & G to report one of the boxes leaning precariously. Work order issued; completion date not available.