

# RIVERBEND PROPERTY OWNERS ASSOCIATION

## Board Meeting December 10, 2019

5:45 PM

Mountains Branch Library

### Call to order

Ken Jordan, President, called the meeting to order at 5:45PM. A quorum was declared with Bennett Porche and Dawn Lytle in attendance along with 12 other property owners.

### Old Business

- 1) Ken Jordan discussed the fact that the Annual Meeting elected Dawn Lytle, Bill Fuller, and Ken Jordan to the Board and Bennett Porche was asked to fill the seat formerly designated to the "Developer." Bill Fuller has subsequently resigned and a request was made at the November 16, 2019 meeting for volunteers to fill that open seat. The Board reviewed the submitted applications and at this meeting asked if there were any new volunteers in the audience. There were no new volunteers, so a motion was made and carried unanimously by the Board to appoint Kim Gissendanner to the fourth seat on the Board effective immediately.
- 2) Ken Jordan discussed the improved process to check-in rentals. The new internet service at the gate allows gate staff to see rental forms and verify all information without additional faxed forms and paper printouts. This seems to work much better for all and provides a digital history of the data.

### New Business

- 1) Ken Jordan addressed the status of complaint filed by Vista North Carolina Limited Partnership
  - a. Challenging the election at the Annual Meeting
  - b. Supposed unauthorized access to the building at 110 Bills Creek Road
  - c. Challenging requirements of the NC Planned Community Act
  - d. Attorney Craig Justus is working on behalf of the Board to quash this quickly and avoid a lawsuit. As with previous letters from Vista NC legal counsel, the Board has offered the Developer all election records and meeting minutes since October 5.
- 2) With increased revenue goals in mind, Dawn Lytle proposed a modification to fees in the Architectural Control Committee Rules and Regulations paragraph 1.14 effective January 1, 2020. The existing language is:

14) An **impact fee** must be submitted with an application. Applications without the proper impact fee will not be considered for approval.

a) The impact fee for new home construction will be \$1,000.00.

b) For modifications or property improvements, such as clearing of property, installation of driveways, docks, septic systems and/or wells will be \$350.00.

c) Improvements of a minor nature will not require an impact fee, however an application must be filed. If no application is filed a \$350.00 fee is imposed. Normal replacement repairs do not require an application.

**Interpretation of minor improvements will be at the discretion of the ACC.** Checks for the impact fee shall be made payable to the Riverbend Property Owner's Association.

Dawn Lytle motioned for an increase and the Board unanimously approved to increase fees on January 1, 2020 to:

- a. Increase impact fee from \$1000 to \$2000
  - b. Increase modifications, property improvements fee from \$350 to \$500
- 3) Bennett Porche reviewed current budget/financial condition reflecting:
    - a. Bank account totals as of November 30 at \$64,559
    - b. Fixed monthly expenses of the POA of \$10,750

- i. Cedar Management = \$3,500
    - ii. Payroll = \$4,000
    - iii. Utilities = \$700
    - iv. Trash = \$1,400
    - v. Insurance = \$1,150
  - c. POA Collections for November were \$12,400 including \$3,100 collected by CMG
  - d. Bennett Porche emphasized the need for additional property owners to prepay 2020/2021 dues in order to fund road maintenance through spring. The annual dues will remain at \$500 per lot. Incentives discussed by the board included increasing discount to \$50 for property owners paying before March 31, 2020 and \$25 discount for payment by May 31, 2020. Bills will be sent early February by Cedar Management.
    - i. Motion made and approved by the Board for additional discounts as outlined above for early payment.
  - e. Bennett Porche made a motion to impose a transfer fee on properties on the tax foreclosure list with Kania Law Firm (total of 320 lots) for additional revenue. These properties are currently owned by Vista NC (developer) and have had no revenue impact in prior years. Imposing a transfer fee on buyers is the equivalent of a partial year dues fees plus the administrative cost of new account set up. The foreclosure sales are not expected to occur until sometime in 2020. The motion was unanimously approved by the Board and will be effective January 1, 2020.
- 4) In an effort to reduce overhead, a motion was made and unanimously approved by the Board to reduce overhead costs by reducing gate hours from the current 8:00AM to 6:00PM to 9:00AM to 5:00PM which would result in a cost savings of almost \$700/month.
- a. Marvin Wallace brought up increasing gate hours in the summer to 9PM on Friday nights to allow for renter access and therefore reduce damage to gates. The Board agreed to review this in the spring.
  - b. New gate hours to be effective January 1, 2020
- 5) Access to compactor and additional personnel to handle high load times was discussed. Other than gate personnel, there are now 4 additional persons with compactor keys to handle overload. Issues related to the compactor should first be addressed to Board members Ken Jordan and Dawn Lytle and if they are not available, other owners will be contacted.
- 6) Fee Collections
- a. Bennett Porche addressed the Finance Committee efforts in collecting delinquent dues. This has now been passed on to Cedar Management to resolve. The motion was made and the Board unanimously approved the following steps to collection:
    - i. If delinquent fees are \$1,500 or MORE or under extenuating circumstances, offer a **50% discount** if paid by February 28, 2020.
    - ii. On March 1, 2020 liens will be filed for the full amount of unpaid fees on each parcel
    - iii. Letters will be mailed by CMG to all delinquent owners in January.
    - iv. Research needed to properly file liens against property.
      - 1. Discussion of option to surrender property in lieu of payment approved **ONLY** IF property taxes are paid current.

## Future Business

- 1) Security Committee to gather quotes for improved system of cameras, lights, etc.
  - a. Ed Dyckman provided an update on activity
    - i. New lights installed at the compactor
    - ii. Asked the Board to send email to property owners to meet and evaluate interest in forming a Neighborhood Watch
    - iii. Ed will meet with a security system vendor on Wednesday December 12.
- 2) CMG is creating a public website for Riverbend at Lake Lure which will ultimately be the preferred method of communication of upcoming events, Board meeting minutes, rental information, and all public announcements

**The Next Board Meeting is January 14, 2020 at 5:45 to 7:15, Mountains Branch Library.**

**Meeting adjourned at 6:45PM**

**Accepted by**

\_\_\_\_\_ **Date** \_\_\_\_\_  
**Kenneth H. Jordan, President, Riverbend Property Owners Assn.**

\_\_\_\_\_ **Date** \_\_\_\_\_  
**Bennett Porche Sr., Vice President, Riverbend Property Owners Assn.**

\_\_\_\_\_ **Date** \_\_\_\_\_  
**Dawn Lytle, Secretary/Treasurer, Riverbend Property Owners Assn.**