

River Oaks Annual Property Owners Meeting  
February 23, 2017  
River Oaks Clubhouse  
7:00 PM

Jim Rowalt stated all proxies needed to be turned in before the meeting is called to order as stated in the By Laws. No proxies were provided from the meeting floor.

The annual meeting was called to order by Jim Rowalt. He announced that a quorum was present since he had the developer's proxy. The developer's proxy was provided to Annette Curren, board secretary. Annette counted 18 people in attendance and one homeowner coming to pick up the handouts and leaving.

Jim Rowalt introduced himself and indicated he would chair the meeting. The current board members Annette Curren, Bennie Daigle, Kevin Seal, Ed Conway, and Bradley Hayes (arriving later) were introduced. Charlotte Boswell, Facilities manager with Safewater and D. J. Audibert with GNO Property Management (arriving later) were also present.

Proof of notice of the Annual meeting was in a letter dated 12/27/16 mailed to property owners.

Handouts included in packet for the meeting are the agenda, 2016 Special and Annual meeting minutes, 2016 Financials, 2016 Budget, the capital maintenance report, and a ballot for board of directors vote.

Jim Rowalt indicated that Ed Conway and Kevin Seal would be resigning from the board. He indicated that the board should consist of at least three members and Donnie Pate, as the developer, retains a seat on the board. He indicated he would like to have at least seven members including Donnie Pate.

Mr. Rowalt stated that the meeting would be conducted according to Robert's Rules of Order.

A motion was made to dispose of reading last year's meeting minutes. It was seconded.

Reports of Officers

#### Review of Financial Statements

Ed Conway CPA made a compilation review of the financial statements, assets, liabilities, and capital accounts for the year ending December 31, 2016. Ed expressed that GNO is still making some adjustments to certain general ledger accounts.

#### 2017 Operating Budget

Jim presented the 2017 Operating Budget. Total income is projected to be \$239,362.00, which includes an annual assessment of \$624 from 270 developed lots and \$312 from 15 undeveloped lots as well as a special assessment for street maintenance and repairs of \$200 from 285 developed and undeveloped lots. Late fees and interest are not included in the budget although we always collect some. The annual assessment remains the same as 2016. Non-resident swim fees (\$400/year/family) and clubhouse income are projected to be \$7,200 and \$2,000 respectively. Total expenses are forecasted to be \$238,379. Jim (referenced the larger expense items) indicated GNO Property Management fees and Facilities Manager remained the same. The expense for Life Guards includes liability insurance. Pool repairs are related to replacing the skimmers. Grass mowing contract with Geaux Green remained the same. Maintenance – Streets expense is for tar work to be done. Utilities-Street Lights expense is for the 98 street lights in the subdivision. We are continuing to fund the Capital reserve account at \$7,742 per year to build reserves. Jim expressed approximately \$15,000-\$20,000 a year will be spent on street repairs until enough is collected to overlay the streets which cost approximately \$250,000.

Jim asked for a motion to approve the budget. This motion was seconded and the budget was approved by a voice vote.

#### Covenant Review Committee

Jim Rowalt provided the report. The top three violations are: trash cans being left after garbage service, recreation vehicles and trailers on homeowners' properties, and lawn maintenance (overgrown weeds.) Dwayne Schafffer of GNO does a bi-weekly drive by looking for covenant violations. Jim encouraged homeowners to report any violations to GNO. For 2016, 160 first letter warnings were sent, 29 second letter warnings, and 8 fine letters  
Architectural Review Committee

Jim Rowalt stated that 15 plans submitted for approval related to one new build, accessory building and tree removal.

#### Pool Committee

Charlotte Boswell, Facilities manager, indicated the pool will open for Easter break and then the pool season begins April 1- mid-October. Lifeguards will be available June and July. Please see her if you need to purchase a pool gate key for \$25. Very few New Waivers were collected in 2016. A concerted effort will be made to collect New Waivers from all who individuals with a pool gate key. Charlotte also indicated she manages the RO swim team. She indicated registration will begin in April and start in May. Practice is early in the morning and encouraged homeowners to enroll their children.

#### Capital Maintenance Committee

Bennie Daigle indicated the four main expenses for the subdivision are pool, clubhouse, streets, and drainage since the subdivision is responsible. He highlighted the major street repairs in 2016 were two spots on River Oaks in the back of the subdivision and two spots on Bradford. He explained how to identify a base failure in the streets, which was the case for the repairs made last year. He also indicated the budget for street tar work for approximately \$20,000 would be to cover most of River Oaks Drive. Related to drainage servitudes, fixing issues tend to be complicated as 90% of the homeowners have their fence on the servitude, which would require moving the fence. He also explained work down behind the tennis courts which involved removing two culverts that were completely blocked and causing draining issues for homeowners on Tradition Street.

He also reviewed the following projects completed in 2016 and projects planned for 2017.

#### Major projects completed:

1. Replaced the remaining In-Pool lights to LED. All In-Pool lights are now LED
2. Painted the filter tank due to rusting and corrosion
3. Re-striped the street markings come into the subdivision and added reflectors
4. Completed the repair of the Weir of the pond
5. Completed several drainage projects within the servitudes and streets
6. Completed several Street Improvements as recommended by the committee.
7. Completed repairs at the Clubhouse relative termite damage and rotting issues
8. Replaced the tennis court net and replaced the chairs

#### Minor projects completed:

1. Completed 52 minor projects/repairs/maintenance during the year. These were completed by GNO, Board of Directors and others.
2. The 44 projects completed were:
  - a. 18 at the Clubhouse (Inside and Outside)
  - b. 7 Street issues
  - c. 9 Pool issues
  - d. 6 Miscellaneous issues (Web site, Common area, Insurance)
  - e. 3 Pond issues
  - f. 1 Tennis court issues

### 2017 Proposed Projects in the 2017 Budget

1. Replace leaking skimmers in the pool
2. Repair some decking on the pool
3. Planning on some additional work on the pool depending on budget spent on cost of projects listed in 1 and 2.
4. Plan to complete some Street Improvements as recommended by the committee. Committee is looking at crack filling on all streets and some patching if needed.
5. Plan to complete some Drainage Projects within the servitudes and streets. Committee is looking at issues on River Oaks, Walking Stick, Woodberry along with how to deal with driveway plugged culverts and a drainage servitude behind the tennis courts
6. Planning on some minor landscaping around the clubhouse and the median.

Bennie also indicated that the River Oaks website was re-vamped two years ago. It is now accessible from mobile devices. He encouraged all homeowners to review the site as all forms, budget history, meeting minutes, and messages are housed on the site. He also requested help with maintaining the site if any residents were interested.

### Election of Directors for 2017

Jim Rowalt indicated that Directors are elected each year. The By Laws allow up to 7 directors. Jim reviewed the ballot and asked for nominees from the meeting floor. The current BOD (Curren, Daigle, Hayes and Rowalt) are seeking re-election. Donnie Pate is automatically on the Board as developer. There were no other nominations from the floor. Motion made to accept the vote by acclamation, and the motion was seconded. Vote taken by acclamation and board re-elected.

### Unfinished business

1. Street Maintenance – Jim reviewed the street maintenance history provided in the handout.
2. Restrictive Covenants is being amended prohibiting window air conditioners. Any existing units are grandfathered. However, as the ownership transfers, new owners will be asked to comply with the covenants.

### New Business

Three new homeowners were in attendance that had not yet received a welcome packet. D.J from GNO indicated that these are usually delivered within 30-60 days of notification. These new residents were under this stated period.

Annette Curren requested volunteers for Block Captains as the board tries to re-vamp this program. The intent is for Block Captains to assist with notification of new homeowners and plan/coordinate events within the subdivision.

### Adjournment

Motion to adjourn the meeting at 8:15 PM was made. It was seconded.

Minutes were approved at the April 27, 2017 Board of Directors meeting