

# COACH HOMES V AT RIVER STRAND CONDOMINIUM ASSOCIATION, INC.

## Annual Membership Meeting Wednesday, March 31<sup>st</sup>, 2021

### Un-Ratified Minutes

The Coach Homes V at River Strand Condominium Association, Inc. Annual Membership meeting was held on electronically on Zoom on Wednesday, March 31<sup>st</sup>, 2021, to conduct Association business.

#### I. Call to Order

President Paul Plunkett called the meeting to order at 11:06 a.m.

#### II. Determination of Membership Quorum

Members representing seven units were present electronically, and no unit owners were present by proxy, therefore no quorum of the membership was established. Mr. Doyno of DRI Management indicated that the meeting had no items on the agenda for membership vote, and that no election was required as only three unit owners presented candidacy forms to be considered for election as directors. Therefore, the meeting would be informative only.

#### III. Verification of Board of Directors Quorum

Mr. Doyno verified that all three Directors of the Association's Board of Directors ( Paul Plunkett, William Moritz, and Carol Bjorklund) were present electronically, establishing a quorum of the Board of Directors.

#### IV. Proof of Notice of Meeting

Mr. Doyno confirmed proper notice of the meeting was both sent to unit owners and posted on the property as required by statute.

#### V. Ratification of Minutes

In absence of a member's quorum, Mr. Plunkett made a motion to accept the minutes from the previous year's Annual Meeting as presented. Ms. Bjorklund second the motion. Discussion was called, being none. *The Motion was approved unanimously by the members of the Board present.*

#### VI. Financials

Mr. Doyno indicated that the year end financials as of December 31<sup>st</sup>, 2020, were sent to the Association's accountant for the year end compilation, which was performed by Palmer Accounting and recently sent to the members.

Mr. Doyno presented the February 28<sup>th</sup>, 2021 financials, indicating all account balances, member balances being current, and that all accounts reconciled for the period.

#### VII. President's State of Coach Homes V at River Strand

Mr. Plunkett gave a recap of the past year to the membership, indicting the following:

- That a proposal from Landscape has been accepted to replace certain plants on the property in need of replacement, due to issues from the winter weather.
- An update on the health of the Geiger trees recently planted, including description of growth patterns and trimmings for these types of trees as they continue to grow.
- That two of the Geiger trees that did not survive will be replaced soon.

- The health and maintenance of the grasses within the driveway strips. Clarifying that it is not the Association's responsibility to replace grasses within the driveway strips that have been damaged by unit owners or their guest's negligence, exemplifying car traffic running over the grasses. Further stating that the Association will be replacing grasses that have died over the winter due to the elements.
- That Crown Roofing will be performing an inspection of all building's roofs to take a proactive approach to indicate potential issues requiring repairs.
- Indicated that state statute requires members to authorize the Association to correspond to them by email. Making request that unit owners either email him directly at [pandpplunkett@outlook.com](mailto:pandpplunkett@outlook.com) to do so, or go onto the DRI Management website at [www.driassociationmgmt.com](http://www.driassociationmgmt.com) and complete the Members Information Form on the site.

### **VIII. Verification of Candidates for the Board**

Mr. Doyno confirmed that only the three members presented candidacy forms for the three (3) open seats on the Association's Board of Directors. Therefore, being no other candidates, Mr. Doyno declared the following members to be seated as the Board of Directors for Coach Homes V at River Strand: Paul Plunkett, Carol Bjorklund, and William Moritz.

Mr. Doyno congratulated and thanked the members for dedicating their time to serve on the Association's Board of Directors.

### **IX. Ratification of 2019 Annual Meeting Minutes**

Mr. Lopez presented that previous management did not provide minutes from the previous year's annual meeting, but he did have notes that he personally had taken. Discussion ensued between Mr. Lopez and Mr. Plunkett. As there was no membership quorum The Minutes were not ratified.

### **X. Community Reminders**

Mr. Doyno made an oral presentation of the following community reminders (as attached):

- Governing Documents
- Owner Responsibilities
- Exclusive Use Common Elements
- ARC Approval
- Monthly Exterior Light Maintenance Performed
- Window and Walkway, and Driveway Cleaning
- Landscaped Beds and Lawn Ornaments
- Irrigation
- Attachments to the Buildings
- Communications
- DRI Website

### **XI. Open Membership Discussion and Questions**

A unit owner asked, when can we expect window cleaning? Mr. Plunkett answered that window cleaning is currently not a line item on the budget. Discussion ensued, detailing reasons and future considerations. No decision or action was taken at this time.

A unit owner asked when he may expect his dead flowers and plants replaced? Mr. Plunkett answered that should occur in the next ten to fourteen days.

Ms. Bjorklund asked if Landscape does irrigation checks. Mr. Doyno answered that he does perform irrigation tests monthly.

**XII. Adjournment of Meeting**

Mr. Plunkett made a motion to adjourn the meeting. Ms. Bjorklund second the motion. *The Motion was approved unanimously by the members of the Board present.* The meeting was adjourned at 11:49 a.m.

Respectfully Submitted,

Dev Doyno LCAM  
Community Manager  
Coach Homes V at River Strand

# Coach Homes V AT RIVER STRAND CONDOMINIUM ASSOCIATION, INC.

## Board of Director's Meeting

Wednesday, March 31<sup>st</sup>, 2021

### Un-Ratified Minutes

A Board of Director's Meeting of Coach Homes V Condominium Association, Inc. was held on Zoom immediately following the Annual Meeting on Wednesday, March 31<sup>st</sup>, 2021 to conduct Association business.

**I. Call to Order**

Mr. Doyno of DRI Management called the meeting to order at 11:50 a.m..

**II. Determination of Board of Directors Quorum**

Three Directors of the Association's Board of Directors (Paul Plunkett, William Moritz and Carol Bjorklund) were present electronically establishing a quorum of the Board of Directors.

**III. Proof of Proper Notice**

Evidence of Proper notice was presented as indicated in the preceding Annual Meeting.

**IV. Ratification of Minutes**

Minutes were presented and approved in the preceding Annual Meeting.

**V. Election of Officers of the Board of Directors**

Mr. Doyno then asked for nominations of officers for the Board of Directors.

Mr. Plunkett made a motion to nominate William Moritz as President, Paul Plunkett as Vice President, and Carol Bjorklund as Treasurer and Secretary. Mr. Moritz second the motion. *The motion was approved unanimously by the Board Members present.*

**VI. Open Membership Discussion and Questions**

No further Membership questions or comments were presented.

**VII. Adjournment of Meeting**

Being no further business, Ms. Bjorklund made a motion to adjourn the meeting. Mr. Plunkett second the motion. The meeting adjourned at 11:58 a.m..

Respectfully Submitted,  
Dev Doyno LCAM  
Community Manager  
Coach Homes V at River Strand

# ATTACHMENT

## Community Reminders

### **Governing Documents**

It is imperative that all unit owners read and familiarize themselves with the governing documents of the Association, which include the Declaration of Condominium, Articles of Incorporation, By-Laws, and Rules and Regulations. As all of the forthcoming items to be addressed are within those documents. If you do not have a copy of these they may be downloaded from the DRI Website at [www.driassociationmgmt.com](http://www.driassociationmgmt.com) , or from the Manatee County Clerk of the Court website.

### **Owner Responsibilities**

Each unit owner is responsible for the following items, repairs and maintenance:

- To carry insurance for their units and personal property.
- All interior items from the drywall in, including (paint and texture) of walls and ceilings.
- Maintenance and repairs to items the exclusively service their units, for example: air conditioners and air conditioning equipment and components; plumbing fixtures and lines that service the unit, electrical equipment and lines that service the unit, and doors windows and screens.
- Replacement of any interior lighting and bulbs, or lighting that operates from an interior switch.
- Individual exterior backflow valves and water supply lines that service the unit.

### **Exclusive Use Common Elements**

Each unit has exclusive use common elements that are also the responsibility of the unit owner to maintain and repair, such as:

- Lanai screens, lights, and sliding doors and hardware
- Exterior window screens
- Windows, doors, and all hardware and screens for such windows and doors
- Garage interiors, doors, floors, and garage openers
- Electrical, plumbing, and air conditioning and heating lines that are exclusive use common elements behind the drywall that individually service the unit.

### **ARC Approval**

Unit owners are required to make ARC Application to both your Board of Directors first, and upon approval from your Board application shall be made to the Master Association as well for their approval. ARC Forms for your association may be found on the DRI Website. Master association ARC Forms are available at the clubhouse lobby. ARC Forms apply to:

- Altering any exterior features
- Attachment of any items to the building
- Installation of screen doors or enclosures to the building
- Interior hard surface floor covering installations
- Interior structural remodeling or design change
- Plumbing, Electrical, AC, or Utility conduit alterations.
- Hurricane Shutters

### **Grills**

With the exception of electric grills with a cooking surface not to exceed 200 square inches, no other types of grills are permitted on the Association's property or within any area of an individual unit. Cooking with grills is not permitted in driveways in front of garages, or on any exterior of the property.

### **Wildlife**

Florida has numerous species of wildlife that may be on property at any time. Please note the following when encountering wildlife:

- Most wild animals are not looking to interact with humans, and will move on in their own time.

- The Association is not equipped or trained to remove wildlife.
- Unit owners concerned with wildlife should contact State wildlife authorities for all wildlife that is deemed as a nuisance.
- State wildlife authorities may not react to calls for wildlife removal unless the animal is deemed to be causing a nuisance.
- Alligators may be found or seen in any pond, pond bank, or other areas of the property. Their presence alone does not qualify them as a nuisance. Feeding them is prohibited.
- Many species of wildlife in Florida are protected species, therefore unit owners should not attempt to harm such wildlife.

### **Pest Control and Rodents**

The Association budgets and contracts for exterior pest control of insects only. Such service is performed quarterly.

Interior pest control is the responsibility of the individual unit owner. Treatments include:

- Interior unit spray treatments
- Insect infestations control
- Rodent control and eradication
- Interior sealing of entry points

Rodents are prevalent during certain times of the year. Rodents rely on their keen sense of smell to locate food, and in most cases are attracted to units or lanais due to food source odors. Such examples of items that may attract rodents are:

- Food or open food containers left on lanais or within the interior of the unit
- Electric grills that are unkept of grease or food particles
- Pet food and open pet food containers
- Toilet bowls that are left with no water in them
- Open trash
- Excessive amounts of live potted plants

Keep in mind that insects and rodents are the same as people, if the weather is too cold or hot, insects and rodents will seek more comforting areas to survive. Infestations are common to occur as well during extremely rainy and wet times of the year.

### **Monthly Exterior Light Maintenance Performed**

Each month DRI's maintenance man performs light inspection checks of all exterior lights. These inspections include:

- Operation functionality of the exterior solar timers
- Replacement of any solar timers if needed
- Operation of exterior lights and bulbs
- Replacement of light parts or bulbs as needed.

Unit owners who notice lights that are nonfunctional between monthly inspections, are to contact DRI Management on the DRI website by submitting a maintenance and repair form through the website.

All exterior lights have white LED bulbs. At no time are unit owners to replace exterior bulbs with other types of bulbs or colors other than white.

### **Windows and Walkway, and Driveway Cleaning**

If budgeted in your association's annual budget, windows will be cleaned, and walkways and driveways will be pressure cleaned once a year. Unit owners seeking cleaning to be performed more than once a year, may do so at their own expense.

### **Landscaped Beds and Lawn Ornaments**

Landscaped beds are common ground maintained by the Association. These beds are maintained by the landscape vendor. Beds are mulched once a year by the Association.

Unit owners are not permitted to place, attach, or plant any of the following within the landscaped beds or grass areas:

- Lawn ornaments
- Flags or banners
- Statutes
- Plants, shrubs, trees, or flowers.
- Flowerpots
- Holiday ornaments or lights
- Landscape lights wired or solar
- Decorative stone or mulch.
- Drains
- Water hoses or hose boxes or reels

Any of the aforementioned items must be approved by the Board prior to placing of any of these items.

### **Irrigation**

Irrigation is set as determined by the landscape vendor for the requirement of watering for the particular time and season of the year. The irrigation system is also dependent on the pumping system from the master associations main irrigation system that draws from the ponds in the community. The Association's system may not operate properly at times if no water is being pumped to the system from the Master association's system. We do not get warning or timelines of repairs from the Master when repairs of their system is scheduled.

Your Association's consist of the following items:

- Underground control valves
- Underground PVC main and lateral lines
- Rotary heads
- Pop Up heads
- Drip line

Although irrigation lines are checked by the landscape vendor leaks do occur from time to time without warning. All such irrigation leaks should be reported to DRI Management on the DRI website by submitting a maintenance and repair form through the website.

### **Attachments to the Buildings**

At no time is anything permitted to be attached to the exterior of the buildings, for examples:

- Lights
- Security Cameras
- Satellite Dishes
- Ornaments or decorative items
- Unauthorized Flags
- Screen shades or window tinting

**Most Items can be found in 3.14.1, 8.1, and all of 18 of the Declaration**

3.14.1. Covered Screened Lanais. Covered screened lanais which are accessible from a Unit shall be for the exclusive use of the Unit owner owning such Unit. The Unit owner shall be responsible for maintenance and care of the screened lanai, including, without limitation, all wiring, electric outlets, lighting fixtures, screening, or screened doors. A Unit owner may install floor coverings (e.g. tile) within a lanai after obtaining the prior written approval of the Board. The Board shall be responsible for approving the design, structural integrity, aesthetic appeal and construction details or otherwise, which approval may be unreasonably withheld.

8.1. Units. Each Unit Owner shall maintain, repair and replace, as necessary and whether ordinary or extraordinary, all portions of his Unit, including but not limited to fixtures, entrances, screens, both sides of windows accessible from the Unit (e.g., windows accessible from a balcony or patio, if any, are the responsibility of Unit Owner), all screen doors, and all other doors and door hardware within or affording access to a Unit, that portion of the mechanical, electrical (including all wiring), plumbing (including fixtures and connections), heating and air-conditioning equipment (including the air handling equipment exclusively serving a Unit) within the Limited Common Elements of such Unit), thermostats, fixtures and outlets, smoke alarms, appliances, carpets and other floor covering lying within the boundaries of the Unit, all interior surfaces including interior partitions (and, in general, the entire interior of the Unit) at the Unit Owner's sole cost and expense, except as otherwise expressly provided to the contrary herein. Windows which are not accessible to Unit Owners (by way of example, the exterior of any window that cannot be reached from the balcony) shall be washed by Association and the cost thereof shall be a Common Expense. Notwithstanding the obligation of Unit Owners for maintenance, repair and replacement of and in Units, the proceeds of all insurance awards or payments under insurance carried by Association for loss of or damage to or within Units (if any such insurance is available) shall be applied against repairs and replacements to the extent that such award or payments exceed the deductible provisions of such insurance. All maintenance, repairs and/or replacements for which Unit Owner is responsible and obligated to perform, which, if not performed or omitted, would affect other Units or Common Elements, shall be performed promptly as the need arises. If a Unit Owner fails to perform promptly his or her responsibilities of repair, maintenance and replacement, Association shall be entitled to seek all remedies available at law, including the right to impose fines and/or to take legal action to require the Unit Owner to perform the responsibilities. Association shall be entitled to, but not obligated to, perform the necessary work at the cost of the Unit Owner and shall be entitled to access the Unit for that purpose. Association reserves the right to, but is not obligated to, enter into a service contract with an entity that will be available to provide minor maintenance or repair services to the electrical, plumbing, and heating and air-conditioning equipment. The service contract may also provide for minor maintenance and repair services to all appliances originally provided by Developer. There is no guarantee that the service contract will be in place or that all of the items listed will be covered under the service contract. The Unit Owner will continue to be responsible for the maintenance and repair of any item not covered under a service contract. The cost of a service contract, if in place, will be a Common Expense of Association.

18.7. Exterior Improvements; Landscaping. Without limiting the other provisions hereof, no Unit Owner shall cause anything to be affixed or attached to, hung, displayed or placed on the exterior walls, doors, or windows of the Building (including, but not limited to, awnings, signs, storm shutters, furniture, fixtures, and equipment), nor to plant or grow any type of shrubbery, flower, tree, vine, grass or other plant life outside his Unit, without the prior written consent of the Board; provided, however, a unit owner may display one portable, removable United States flag in a respectful way and, on Armed Forces Day, Memorial Day, Independence Day, Flag Day and Veterans Day, may display in a respectful way portable, removable official flags, not larger than 4 ½ feet by 6 feet, that represent the United States Army, Navy, Air Force, Marine Corps, or Coast Guard as well as an attachment on the mantel or frame of the door of the Unit Owner of a religious object not to exceed three (3) inches wide, six (6) inches high and one and a half (1.5) inches deep, all as permitted by the Act. Prior to placing or affixing satellite dishes or antennas within a Unit or on the Limited Common Elements of the Unit, Unit Owner shall obtain Association's written approval. Due to the restrictions set forth in Section 18.14.4 relative to affixing satellite dishes or antennas, Association will in no way consent to satellite dishes or antennas being affixed in a way that penetrates the post tension concrete slab system.

## **Communications**

To improve communications to and with DRI Management for maintenance, repairs, messages to management and the Board, and requests for documents, effective immediately all such communications will be done through the DRI Website at:

[www.driassociationmgmt.com](http://www.driassociationmgmt.com)

This will allow for proper centralized communications to DRI Management from unit owners, So that proper vendor assignment, response to questions, or requests for documentation can be effected in a timely manner. All unit owners shall be directed to the DRI Website to communicate such requests, if they contact the office or send direct email management.

All notices to unit owners for the community will be posted on the DRI Website within each community's calendar section and notice section. Notices will also be posted at the designated physical onsite location of each community.

## **DRI Website**

The Member areas of the DRI Website has changed. Unit owners will now go to the DRI Website and Go to their community page. A password will no longer be required for entry, Once on your community page unit owners may communicate with their Board by pressing the contact Board button, or may press the unit owner requests button to find:

- Document Request Form
- Insurance Certificate Request
- Forms – That includes: the Member Info Form, the Auto Debit Form, and The ARC Application Form
- Frequently Asked Questions
- Notices
- Contact DRI Button at bottom of each page

The Community page also has:

- The Maintenance Request Button
- The General Inquires Button
- Recent Notices
- Notice Calendar
- Contact DRI Button at bottom of the page