



# The Meadow Sweet Circular



NEWSLETTER FOR THE COTTAGES AT RIVENDELL

RIVENDELL UNIT #1 OCTOBER, 2003 EDITION

**Margery Arendt, Editor**

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TRACY ARENDT - TECHNICAL COORDINATOR

## NEIGHBORHOOD WATCH

Submitted by Joanne Segar



The members of the Rivendell Security Committee have arranged with the Sarasota County Sheriffs Office to begin a Neighborhood Watch Program in our community. This program is vital to maintaining the safety and security of our residents, and requires only a commitment to protect our neighborhood and the willingness to report suspicious activity to the Sheriff's Office. Our first meeting is scheduled for Tuesday, October 28 at 7:00 p.m. at the Cottages of Rivendell Clubhouse. Please mark your calendar today! If you are interested in attending this meeting, please RSVP Joanne Segar at [jomac141@comcast.net](mailto:jomac141@comcast.net). We hope to see you there.

## COTTAGES AT RIVENDELL HOMEOWNER'S NOTEBOOK

Submitted by Joanne Segar

At the Sept. 16th Board meeting the Board approved the preparation and distribution of a Homeowner's Notebook. This notebook would contain information that will be of use to members of our Association in one easy location.

Some of the items (list not all inclusive) that would be included in the notebook are:

- Telephone numbers (Board, Management Co., Emergency, Utility Companies, Local Services)
- Directory of Residents
- Things to know about our community
- Deed Restrictions
- Architectural Review Standards and Procedure
- List of approved and not approved plantings

- Pool/Club House Rules

We are anticipating a January 2004 distribution to all homeowners.

## EMERGENCY PREPAREDNESS PROGRAM (EPP)




At the September 16th Board meeting Joanne Segar informed the Board that the EPP is almost complete. For those residents who were not at the meeting, this program has been established to notify all residents of an emergency should one be declared (such as an approaching hurricane). The following is how the

program will work:

- The Board will decide (via a quorum) that there is an emergency
- The Board will then notify volunteer callers to call all residents and tell them of the emergency and ask each person called if help is needed to prepare
- The "call lists" are to be returned to Board members when complete at which time the Board will determine if all residents have been notified and take appropriate action where needed
- Once the emergency is over, the callers call their lists again to insure all is well. If not, they notify the Board for proper action

A form is enclosed with this newsletter, which will help us contact you (or someone you designate) in the event of an emergency. Please fill out and return this form as soon as possible to Joanne Segar at 508 Meadow Sweet Circle, Osprey, FL 34229

If you have any questions regarding this program, please feel free to call Joanne at 918-0343.

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## LANDSCAPE COMMITTEE REPORT

Submitted by Joanne Segar

The purpose of the Landscape Committee is "To Provide information and principles of landscape design that beautify the community, and are appropriate and in proportion to the sizes of homes and lots of Rivendell I as well as prohibit plantings that require extra maintenance or are disproportionate in appearance."

## BUS STOP SAFETY

Submitted by the Joanne Segar

For the safety of yourselves, your children, and others using our roads, your Board would ask parents who drive their children to the bus stop at the corner of Rivendell Blvd. & Meadow Sweet Circle to park their car in front of our Club House and walk with your children to the corner. The traffic congestion created by parking on this short stretch of Meadow Sweet Circle creates a potential danger to all. It only takes a split second for an accident to happen. We are taking a proactive approach to this potential danger to all and hope everyone understands our intent is for the safety of all.

## FALL SPRUCE UP

Submitted by Joanne Segar

It is that time of year to take a good look at our homes and take whatever action is needed to clean them up.

Step back far enough to look over your whole house and yard. Look for mildew on roofs, black streaks on fascia, mildew/dirt on fences, house, homeowner sidewalks and steps as well as stepping-stones in garden areas. Look at the paint on your house and shutters. If the house needs painting, please remember to work with the Architectural Committee for approval of colors.

If you have any questions, please do not hesitate to contact one of your Board members or Jim Faix at Argus

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Fax: 486-4260

In our efforts to gather information for the long range planning of our community plantings the Landscape Committee invited Annemarie Post to be our guest at the Sept.. 8th meeting. Annemarie Post, Florida Yard and Neighborhood Condominium & Homeowners Assoc. Coordinator is affiliated with the University of Florida IFAS Extension. She is also a Certified Arborist.

Annemarie walked around our community with us and pointed out a number of things (both good and bad) pertaining to our plantings. She also took a soil sample in front of our Club House to analyze.

SEE ANNEMARIE'S LETTER OF  
OBSERVATIONS AND RECOMMENDATIONS  
ATTACHED TO THE NEWSLETTER.

In addition to what is contained in the her letter, Annemarie pointed out the following on our walk around as a group: sprinklers close to homes should be capped; plant bushes that grow to the height desired rather than cut a plant that grows too high; sagos need oils and much attention to survive the fungus disease; bougainvillea should not be planted near walks; stakes for trees should not be close (touching) tree; yellowing of leaves indicates PH too high; browning junipers show too much watering (not advised for our location); green liriopie grows well in sun, variegated in shade; woody allamanda requires high maintenance; watering during December, January and February should take place every other week not weekly.

On the topic of Trees, Annemarie indicated that our trees need to be structured so that each has a leading trunk or branch. The younger the tree, the better it is for structuring correctly. The same person or firm should do the work year after year to obtain best results. There is a need for the lower branches to be cut properly to allow trucks to be curbed (such as fire, emergency, moving trucks, etc..)

Annemarie provided the Committee with lots of material pertaining to landscaping. We would be glad to share the material upon request.

## Cottage Comments:

LETTERS TO  
THE EDITOR

Dear Neighbors,

This column is for your voice to be heard in our community. Send in comments, ideas, critiques and compliments to [MargArendt@aol.com](mailto:MargArendt@aol.com), or type them up and deliver to 516. I'd love to have something to run in this space every month, so let us hear from you.

*Margery Arendt*

Dear Neighbors,

What happened to the bar on the clubhouse back porch? Those who participated in Community Activities put the bar to good use. Whoever removed it, without community approval, should be responsible for its return, don't you agree?

Thank you,

*Barbara Tragar*

Dear Neighbors,

I understand that there may be an opportunity for our Cottage section of Rivendell to join "Big Rivendell" in a Comcast REDUCED FEE deal. If we all participate, it could save each homeowner \$20 to \$30 a month, and would be billed into our maintenance fee (also saving us another bill to pay and stamp each month).

It's a win-win opportunity and an economical way to get cable service. Please ask our board to pursue this if you like the idea - they need to know what we would like to happen here.

As a realtor I know most maintenance-free communities include cable in their fee and buyers love it - We will too.

*Vivian Kunkel*



## Activities Fund Report



Below you will find the current monthly Activities Fund report for September, 2003:

<b>BEGINNING BALANCE:</b>	<b>\$317.47</b>
Sept. 13 Donation from Mike & Carolyn Georgopolis	\$5.00
<b>ENDING BALANCE:</b>	<b>\$322.47</b>

## Josh the Cat was Found!



Bill & Julie Curtis would like to thank all of the residents of Rivendell Unit 1 who called and kept eyes peeled for the 5 days Josh was missing. Special thanks to Carolyn Georgopolis who found and returned this beloved pet. His owners are touched by the caring shown by their neighbors.

## HANDYMEN

- Painting
- Packing/Assembly/Unpacking
- Plant Planting/Moving
- Clean Soffits/Facia
- Clean and Organize Garages
- Clean Gutters
- Change Smoke Alarm Batteries
- Walkway Pavers Installed Over Concrete
- Single Room Painting
- Clean Patios & Patio Furniture
- House/Plant/Pet Sitting
- Installing Shelves
- Installing Faucets, Dead bolts
- Spread Mulch
- Lights Changed/Dimmers Installed



BY THE HOUR  
OR BY QUOTE

CALL ALLEN: 966-2325

## Activities Committee Report on Upcoming Activities

Submitted by Gretchen Bly



1. Happy Hour, 10/11/03 at the clubhouse. Bring an hors d'oeuvre to share and your own beverage. Cups, napkins and ice will be provided. 5:00-7:00 PM.
2. Halloween: if there is any interest in a Halloween party at the clubhouse for children, Please contact Gretchen Bly at 966-4391. Committee needed.
3. Sunday Morning Coffee, to resume in October. Please contact Maury Tragar at 966-6291 if you would like to host one.
4. Committee needed to organize Santa's visit at the Clubhouse Nov.. 30th. Mothers of young children are asked to help. Please contact Gretchen Bly at 966-4391
5. Holiday Tour of Homes, Dec. 6th.
6. Holiday Cookie and Gift Exchange at the Clubhouse Dec. 16th 7:00 at the Clubhouse.

Other activities in the planning stages are:

1. International Night at the clubhouse, everyone to bring his or her favorite dish. Date to be announced.
2. Breakfast at The Beach, date to be announced
3. Le Barge Sunset Cruise, date to be announced. We need a chairperson to organize this event.

If anyone who has any ideas for fun events I welcome your input.



## Tree Trimming

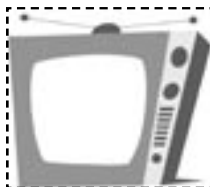
Submitted by Margery Arendt

The Washingtonian Palms at the Entrance of Rivendell Unit 1 have been trimmed. Bill Kella, Jack Martin, Ken Alaire, Terry Sweeney, Mike Georgopolis, Bob Axiom, and Maury Tragar performed the cutting.

Questions as to Community Liability arose as a result of the volunteer effort, and a special meeting was held on September 23<sup>rd</sup> to address the issue.

Due to the limitations of the insurance policies that cover our Homeowners Association, the Board decided that all future volunteer action must be subject to Board approval prior to their undertaking, for the safety of all concerned.

## Cable TV Proposition - Feedback Requested



As was presented in last month's CIRCULAR and at the Sept. 16th Board meeting, there is proposition to all Homeowners in both Rivendell associations to purchase Cable TV in bulk at a substantial savings. The Bulk rate provides the Preferred Cable Package, which currently retails for \$42.95 per month per individual home, to bulk-rate consumers for no more than \$27.00 per month per individual home. This amount will be billed to and paid by the Association, who will in turn collect said amount from homeowners via quarterly maintenance fees. Additional services, such as music channels, premium channels & internet access may be purchased by individual homeowners, and would be billed directly to them.

We need your feedback. If there is sufficient support for this proposal, it will go on the annual ballot in February. Please clip and return this coupon to Margery Arendt at 516, or E-mail your response to MargArendt@aol.com.

Name: \_\_\_\_\_

MSC Address \_\_\_\_\_

I am IN FAVOR of the Bulk-Rate Cable TV Proposal

I am AGAINST the Bulk-Rate Cable TV Proposal



# Breakfast at the Beach is Back

Submitted by Mary Kella

The next Breakfast at the Beach is being held on October 20th at 9 AM at Nikomis Beach. Please call Mary Kella at 918-1972 for more information.

## Computer Wizard

BILL BRENNER

252-3584  
or  
724-6901  
cell



### WWW.THECOTTAGESOFRIVENDELL.COM

There is yet another resource for information for Meadow Sweet Circlers. Larry Ruckert has assembled a web site specifically for our community. Use the address above to visit this site, which will post copies of the CIRCULAR, maps and directories of the neighborhood, computer help for those still learning to navigate, and a place for posting community feedback. Thank you Larry for volunteering your time and energy to this endeavor.

Western Union - Money Orders - Keys - Notary

# MAIL/PAC "N" FAX

## THE PLAZA AT PALMER RANCH

8499 South Tamiami Trail  
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Tel: 941-923-5484  
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**Rob Schloss**



## at the Clubhouse

Sunday, October 12<sup>th</sup>,  
10:00 AM to Noon.

Meet with your friends and neighbors and enjoy some sweets and treats and relaxed conversation. Donation \$1.00 appreciated. We also need volunteers to Host the upcoming Sunday coffees. Please call Barbara or Maury Tragar to sign up: 966-6291.



## Receive the Woodlands Word by E-mail:

Anyone wishing to receive the Woodlands Word (Newsletter of "Big Rivendell") may send an E-mail to Tom Fulks at TomFulks@aol.com. Woodlands Word is a monthly newsletter distributed by E-mail only. Be sure to include your E-mail address.

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# OCTOBER, 2003

## Calendar of Events

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11 Happy Hour 5 PM - 7 PM at clubhouse
12 Coffee at the clubhouse 10 AM to Noon	13	14	15	16	17	18
19	20 Beach Picnic 9 AM Nikomis Beach	21 Board Meeting 7 PM at the clubhouse	22	23	24	25 Last day to submit items to CIRCULAR
26	27	28 Neighborhood Watch 7 PM at clubhouse	29	30	31 	



### Monthly Bridge

Submitted by Ed Kearns

There will be no bridge in October.

What good did it do to be grouchy today?  
 Did your surliness drive any trouble away?  
 Did you cover more ground than you usually do,  
 Because of the grouch you carried with you?  
 If not, what's the use of a grouch or a frown,  
 If it won't smooth a path, or a grim trouble drown?  
 If it doesn't assist you, it isn't worthwhile.  
 Your work may be hard, but just do it—and smile!

Anonymous



# A Minute for the Minutes

Last month, those who received the printed version of the newsletter, also received the minutes of the meetings in September, because they are otherwise unavailable to those without internet access. A number of complaints have been received about the computerized version of the Circular, due to Argus being slow to get them on-line, difficulty in downloads and some issues with readability. So we are back to distribution in print, and will be including the monthly minutes and financial statements as well. On-line information will still be available at the Argus site, and now at [www.thecottagesofrivendell.com](http://www.thecottagesofrivendell.com). Anyone out of town will still be able to keep up-to-date via the internet. We hope this service makes it more convenient for homeowners to remain informed about their community.

## **Rivendell Neighborhood Association, Inc. Minutes of the Board of Directors Special Meeting September 16, 2003**

### **Call to Order**

The meeting was called to order by Chuck Bly at 7:02 PM at the Rivendell Clubhouse, Sarasota, Florida.

### **Determination of Quorum**

Present were Chuck Bly, Bill Straw, Maureen May, Joanne Segar and Marge Arendt constituting a quorum. Also present were Jim Faix of Argus Property Management, Inc. and thirty-five unit owners.

### **Confirmation of Proper Meeting Notice**

The notice was posted in accordance with the Bylaws of the Association and requirements of Florida Statutes. (A copy of the Proof of Notice Affidavit is attached hereto and made a part of these minutes as Exhibit A).

### **Approval of Minutes**

A **motion** was made by Joanne Segar, second by Bill Straw to approve the minutes of August 19, 2003.

**The motion passed unanimously.**

### **Manager's Report**

Jim Faix reported he reported on the repairs and inspections conducted in the last month. Six sections of sidewalk have been identified as tripping hazards and the repairs have been made. He also advised that there is still an outstanding issue regarding the liability of having unit-owner installed stepping-stones placed in the common areas. Insurance company advised that this is a liability concern.

Jim also reported that bids have been received for mulch and should the Board pass the special assessment tonight, a decision will need to be made to purchase the mulch.

### **Committee Reports**

#### **Maintenance Committee**

Bill Straw reported on the activities of the maintenance committee. (A copy of the Maintenance Committee report is attached hereto and made a part of these minutes as Exhibit B). The committee met on September 15, 2003. The alley was examined for potholes and other needed repairs. Future projects that were discussed were 1) railings for the clubhouse steps, 2) sidewalk access to the handicap ramp, 3) painting the back porch of the clubhouse, 4) new plants for the flower pots in front of the clubhouse and 5) power washing the steps and curbs.

A **motion** was made by Bill Straw, second by Joanne Segar to add the five projects listed above to the Special Projects list to be considered by the Budget Committee for inclusion in the 2004 budget.

**The motion passed unanimously.**

#### **Architectural Review Committee**

Bill Straw reported that a request came in for the replacement and relocation of a plant and for an air conditioning unit to be installed in a garage. These will be discussed and resolved prior to the next Board Meeting by the ARC.

#### **Landscape Committee**

Joanne Segar reported on the activities of the Landscape Committee. She reported that she would like to rescind some of the motions

made at the Board Meeting of August 19, 2003 due to some errors.

A **motion** was made by Joanne Segar, second by Margery Arendt to rescind the motion made August 19, 2003 that the Board include in the upcoming special assessment calculation, \$3,400 to trim trees in 2003 and to budget \$3,400 in the 2004 budget. The prior motion can be found in the Minutes of August 19, 2003, page 1, lines 45 through 49.

**The motion passed unanimously.**

Mrs. Segar reported that her committee met with Anna Marie Post of the Sarasota County Extension Service who provided information regarding recommended trees and planting and pruning techniques. Mrs. Segar presented a list of ten trees to be avoided and a list of ten trees to be used for home landscaping that was provided by the Sarasota County Extension Service. (A copy of the two lists are attached hereto and made a part of these minutes as Exhibits C and D respectively).

#### **Finance Committee**

Joanne Behanna reported that the Finance Committee met and discussed the first draft of the 2004 budget. The committee will meet again on September 30.

#### **Old Business**

##### **Discussion Regarding New Planting at Entrance**

A discussion took place regarding the need to install new plants at the entrance of the community.

A **motion** was made by Chuck Bly, second by Margery Arendt to rescind the motion of August 19, 2003 allocating \$2,000 to the 2004 budget for relandscaping the front entrance. This will be referred to the Finance Committee to see if it can be added to the Special Projects for 2004. The prior motion can be found in the minutes of August 19, 2003, page 1, lines 40 through 43.

**The motion passed unanimously.**

#### **Special Assessment**

A discussion took place regarding the financial position of the Association for this time of the year. The Association is short on cash and will be difficult to end the year without being in a deficit position. In addition, projects still need to be done and mulch still need to be spread. After lengthy discussion and member input, the Board determined that the Bylaws require a deficit to be cured as soon as possible and an assessment of \$150 per lot would carry the Association through to the end of the year.

A **motion** was made by Bill Straw, second by Joanne Segar to levy a special assessment of \$150.00 per lot (\$12,600) to avoid the deficit in 2003. The special assessment shall be due now and payable ½ due on October 1, 2003 and ½ due on November 1, 2003.

**The motion passed unanimously.**

#### **Mulch**

A **motion** was made by Maureen May, second by Margery Arendt to engage Wholesale Landscape Supply to order 2125 three cubic foot bags of B-grade cypress mulch at a cost not to exceed \$5,000. (A copy of the proposal from Wholesale Landscape Supply is attached hereto and made a part of these minutes as Exhibit E).

**The motion passed unanimously.**

#### **New Business**

##### **Parking Safety Concerns**

A discussion took place regarding parents parking at the entrance of Rivendell Unit 1 to drop off and pick up their school children. This causes traffic congestion and has already been responsible for some near collisions between incoming and out going cars. Information on this issue will be included in the next newsletter going out to the members.

##### **Comcast Cable TV**

A discussion took place regarding the possibility of having Comcast offered to everyone in Woodlands at Rivendell under a bulk contract. This is contingent on having 100% participation. This item will appear at the master association annual meeting for a vote.

##### **Emergency Calling Tree**

A discussion took place regarding using a calling tree to advise owners of pending major storms or other pending disasters. Joanne Segar explained the program. (A copy of the proposed Emergency Plan is attached hereto and made a part of these minutes as Exhibit F).

A **motion** was made by Joanne Segar, second by Bill Straw to adopt the Rivendell Unit 1 Emergency Preparedness Calling Tree as a



courtesy notification process in the event of an emergency.

**The motion passed unanimously.**

#### **Homeowner's Handbook**

A discussion took place regarding the need for a homeowner's handbook to include a list of the Rivendell Unit 1 owners, rules, forms, and other informative items. (A table of contents of the items to be included in the handbook is attached hereto and made a part of these minutes as Exhibit G).

A motion was made by Bill Straw, second by Joanne Segar to initiate production of the handbook at a cost not to exceed \$2.50 each to be paid for from the 2004 budget.

**The motion passed unanimously.**

#### **Discussion and Open Forum**

The floor was opened for discussion and questions and answers between the board and the owners present.

#### **Adjournment**

The meeting was adjourned at 9:31 PM. The next meeting is scheduled for October 21, 2003.

Respectfully submitted,

James M. Faix, Acting Secretary

**Rivendell Neighborhood Association, Inc..  
Minutes of Board of Directors Meeting  
September 23, 2003**

#### **Call to Order**

The meeting was called to order by Chuck Bly at 7:00 PM at the Rivendell Clubhouse, Osprey, Florida.

#### **Determination of a Quorum**

Present were Chuck Bly, Bill Straw, Maureen May, Joanne Segar and Marge Arendt constituting a quorum.

#### **Confirmation of Proper Meeting Notice**

The notice was posted in accordance with the Bylaws of the Association and requirements of Florida Statutes

#### **New Business**

Insurance Coverage and Existing Landscape Contracts were discussed and the fact that rates will double or quadruple if volunteers are allowed to do dangerous or sensitive work such as that requiring them to be on ladders. We would also be required to have Worker's Comp. Insurance. The following **motion** was made by Bill: That All volunteer activity involving common property must be cleared in advance by the Board and that no further landscape trimming or related changes shall be made to any common area property by other than professional personnel properly engaged for that purpose & possessing adequate and proper insurance for such activity. Seconded by Joanne. After discussion, and concern that we didn't want all volunteer work to stop, Margery amended the **motion** to read: Any volunteer work needs to have the prior approval of the board before it can be undertaken. Maureen seconded.

A discussion followed regarding how this would impact Mac's work that he does relating Argus within the community. One solution was presented that the Board could give pre-authorization for him to do the necessary tasks given to him by Jim Faix providing they met safety guidelines. His liaison relationship was reiterated by Joanne and Bill, but should he get injured while performing his work, the Community would be liable. It was pointed out that he doesn't do electrical repair, other than changing a light bulb, and that he is not engaged in doing maintenance work. To prevent his liaison work from needing prior approval from the board, the following letter was presented in the form of a **motion** by Chuck: Because the board has concerns about Mac's liability, we hope that Jim will use his best judgment in what he asks Mac to do on common property. Seconded by Bill. The letter will be written by Maureen and submitted to Chuck for approval before mailing to Argus.

#### **Meeting was adjourned.**

Minutes Submitted by Maureen May.