

**RGHOA**

**Board of Directors**

**Meeting Minutes**

Meeting Date: 7pm 8 January 2015

Location: Guaranty Bank, Berthoud

*Draft until approved at the next board meeting*

Board Members in attendance: Gary Klug, Ken Carpenter, Julie Rogers, Jamie Johnson, Mark McGee

Board Members absent: none

Homeowners in attendance: none

**Treasurer's Report: no report**

**Architectural Review Committee Report: no report**

**Irrigation Committee Report: no report**

**Old Business:**

**1. Lift Station Project:**

- Coordinate keys with Town of Berthoud
- Provide Town of Berthoud POC for Julie Rogers for forwarding electric and water bills
- Gary to contact JVA about schedule for training of Town staff on lift station
- No strobe light on alarm

**2. ARC/Covenant issues: none**

**3. Charters for all committees (per CCIOA). Schedule meeting with ARC and Irrigation committee. Tentatively schedule for 19 March 2015**

**4. Need to outline enforcement process for covenants - (CCIOA calls out items and HindmanSanchez has a document checklist)**

**5. Riverside Farms status. Accounts current.**

**6. Board request that the HOA attorney determine if the HOA has a liability in the event of excessive irrigation run-off. No update.**

**7. Larimer County reviewed the ditch along CR17 and indicated they are responsible for removing the accumulated silt and sand to re-establish flow from the corner of Wagon Wheel Dr and CR17 north to the river. Larimer County point of contact is Ted Jensen, [jensentw@larimer.org](mailto:jensentw@larimer.org), (970)498-5672. Work deferred until New Sanitation System**

Project complete.

8. Insurance review and competitive quotes. HindmanSanchez provided a list of insurance agencies that provide HOA insurance. RGHOA to obtain guidance on liability needs after sewer plant decommissioned and then obtain quotes. Also add fidelity bond for RGHOA officers to protect the HOA. Gary Klug to determine what needs to be covered and request quotes. Board voted unanimously to cancel the hazard policy for the sewer plant and obtain adequate liability insurance for RGHOA collection system.
9. Agreement between RGHOA and Riverside Farms HOA (RFHOA). A new agreement between RGHOA and RFHOA needs to be drafted. Gary Klug and Mark McGee will research what is needed. The board agreed to use HindmanSanchez Law firm for any legal work and consultation required.
10. Sewer Collection System Project (pipe relining): Determine funds available and contact contractor for quotes.
11. Easement for access to Tract B for the Town of Berthoud. Open - deferred.
12. Tract B (the common area around the sewer plan) re-purposing or disposition (lease or sale). Open - deferred.

**New Business:**

1. Choose executive members of the BOD: President, Vice President, Treasurer, Secretary. The elected board members selected Gary Klug - President, Ken Carpenter - Vice President, Julie Rogers - Treasurer, Mark McGee - Secretary.
2. Status of Town of Berthoud assumption of lift station operation and maintenance. (need to advise homeowners of new number to call in the event of an alarm). Delayed awaiting a sim card for the auto-dialer.
3. Request from HOA member at HOA annual meeting for a Lift Station tour. Open - deferred.
4. Request at HOA annual meeting for HOA sponsored neighborhood car show. Open - deferred.
5. Request at HOA annual meeting for multi-year budget forecast. Open - deferred.
6. Homeowner phone list. In progress - need new homeowner contact info.
7. Manuals, procedures for Lift Station (copy to be provided by IWS). Open, awaiting schedule for training and hand-off.
8. Copy of "as built" drawings for Lift Station and Pipe. Open, awaiting schedule for training and hand-off.

9. Status of utility locate for sewer pipe. Open.
10. Sign the approved By-Laws. By-laws signed. By-laws were approved at the 2014 HOA Annual Meeting.
11. Common Area Maintenance - planters at HOA entrance on Riverglen Dr. Planters need new border and rock. Open - deferred. Budgeted for 2015.
12. Common Area Maintenance - removal of downed trees in Tract B. As part of the Lift Station work the Russian olive trees in the ditch were taken down. These need to be cut/removed and the slash burned. Open - waiting for good weather.
13. Common Area Maintenance - pipe along west side of Riverview Dr. Pipe needs to be repaired and buried. Open - waiting for good weather. Budgeted for 2015.
14. Collection System Operator. Richard Hopp has been retained for 2015 as the collection system operator. (note: the State requires that the HOA have a licensed operator responsible for inspection and maintenance of the wastewater pipes within River Glen HOA). Information has been provided to Mr. Hopp to enable him to register the system with the state.

Open Discussion:

Next meeting on March 12th 2015.