

**RGHOA**

**Board of Directors**

**Meeting Minutes**

**Meeting Date: 7pm 24 March 2016**

**Location: Berthoud Community Center**

**(draft until approved at the next BOD meeting)**

**Board Members in attendance: Gary Klug, Julie Rogers, Ken Carpenter, Gena Carini, Mark McGee**

**Board Members absent: Jason Weatherford**

**Homeowners in attendance: Jim Ehlers, Dave Steffen**

**Treasurer's Report: Attached - board voted to approve the report unanimously.**

**Architectural Review Committee Report: no report**

**Irrigation Committee Report: no report**

**Old Business:**

- 1. Review and approve minutes of last meeting. The board voted unanimously to approve the minutes of 8 October 2015.**
- 2. Lift Station Project: No strobe light on alarm - discussed with contractor - open - Gary Klug to follow up.**
- 3. ARC/Covenant issues:**
  - Roof was replaced without approval at 1317 Riverglen Way. Homeowner signed agreement to replace roof with approved material not later than 15 April 2017. Open.**
  - 5 horses at 1213 Glenview Dr. Board voted unanimously to send violation letter giving homeowner until 30 April 2016 to comply. Open.**
- 4. Charters for all committees (per CCIOA). Open.**
- 5. Need to outline enforcement process for covenants - (CCIOA calls out items and HindmanSanchez has a document checklist). Open**
- 6. Board requested that the HOA attorney determine if the HOA has a liability in the event of excessive irrigation run-off. Attorney contacted. Attorney recommends that**

the HOA prepare and approve a policy document for irrigation water/management. Document drafted and reviewed. Irrigation Committee was to review at meeting held in March 2016. Awaiting revised policy document from Irrigation Committee. Open.

7. Sewer Collection System Project (pipe relining): Scheduled for 4-5 April 2016. Homeowners will need to not use water during repair each of these days. Letter to be sent to homeowners. Open.
8. Status of Utility Locate Service for sewer pipe. The sewer line needs to be registered with the Utility Locate Service to prevent accidental breakage. Open. Gary Klug to follow up.
9. Common Area Maintenance - planters at HOA entrance on Riverglen Dr. Planters need new border and rock. Open - deferred.
10. 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. Need to cut branches and burn. Open. Burn permit in place for Spring 2016.
11. Common Area Maintenance - pipe along west side of Riverview Dr. Pipe needs to be repaired and buried. Discussion: ditches have become filled with dirt and need to be dragged/cleaned to allow flow. Remove pipe. Contact irrigation committee for assistance to drag the ditch. Open - Gary Klug to follow up.
12. Use of ATVs in HOA Tract B Common Area. There is currently no policy or restriction on the use of the Common Area by members. Discussion: need a policy document that allows members to use the area at their own risk. Draft policy. Place no trespassing signs on CR17 perimeter of Common Area. Open.

#### New Business/Open Discussion:

1. Irrigation system needs to be registered with the Utility Locate Service. Gary Klug took the action to complete this at the Irrigation Committee Meeting 28 October 2015. Jim Ehlers volunteered to be the point of contact and provide his phone number for the service. Open.
2. Irrigation Committee members. Paul Simpson and Jim Ehlers volunteered to serve on the Irrigation Committee. Board voted unanimously to approve. Thanks for volunteering!
3. Mowing of Common Area Tract B. Slafter Mowing has sold the business. Need new contractor. Requesting quotes for mowing. Discussion: HOA members may bid on the mowing, will require signing a contract that hold the HOA harmless for liability. Open. Send notice to HOA to see if any members are interested in bidding on the work.
4. BOD Officers for 2016: The BOD officers for 2016 were agreed to by all board members present. The BOD officers for 2016 are: Gary Klug - President, Ken Carpenter - Vice President, Julie Rogers - Treasurer, Mark McGee - Secretary.

5. Dave Steffen volunteered to serve on the ARC. The board voted to approved unanimously. Thanks for volunteering!
6. Gena Carini resigned from the ARC.
7. Ditch along CR17 behind properties from 1904 Riverview Dr to 1808 Riverview drive has become filled with sand and dirt. Discussion: request Irrigation Committee assistance to pull the ditch. Gary Klug to coordinate with Irrigation Committee. Open.
8. Manhole cover extension (riser) needed for sewer manhole on Wagon Wheel Ct. Ken Carpenter to follow up. Open.
9. Condition of roads in RGHOA. Discussion: set meeting date with county commissioner Tom Donnelly. Open.

Meeting adjourned at 8:30 pm.

Mark McGee

Secretary, RGHOA BOD

Treasurer's Report 1st Quarter 2016				TOTAL			
				Jan 1 - Mar 24, 16	Budget	\$ Over Budget	% of Budget
<b>Income</b>							
	100	Dues Income		0.00	0.00	0.00	0.0%
	101	RG HOA Dues					
		41000	Sanitation Collection Sys Fund	2,471.30	0.00	2,471.30	100.0%
		62000	General Fund	2,768.35	0.00	2,768.35	100.0%
		73000	Irrigation System Fund				
			73000 · Irrigation System Fund - Other	2,040.35	0.00	2,040.35	100.0%
			Total 73000 · Irrigation System Fund	2,040.35	0.00	2,040.35	100.0%
			Total 101 · RG HOA Dues	7,280.00	0.00	7,280.00	100.0%
<b>Expense</b>							
		100009	Bank Service Charges	0.00	0.00	0.00	0.0%
		40000	Sanitation Collection System				
			40100 · Repair and Maintenance	0.00	2,358.06	-2,358.06	0.0%
			40200 · Sanitation Operator	600.00	277.42	322.58	216.28%
			40300 · Town of Berthoud				
			40301 · Lift Station Electric	0.00	0.00	0.00	0.0%
			40302 · Lift station water	0.00	0.00	0.00	0.0%
			40300 · Town of Berthoud - Other	0.00	0.00	0.00	0.0%
			Total 40300 · Town of Berthoud	0.00	0.00	0.00	0.0%
			40000 · Sanitation Collection System - Other	0.00	0.00	0.00	0.0%
			Total 40000 · Sanitation Collection System	600.00	2,635.48	-2,035.48	22.77%
		60000	General Expenses				
			60100 · Property/Liability Insurance	0.00	577.95	-577.95	0.0%
			60200 · Legal HOA	971.00	924.72	46.28	105.01%
			60300 · Accounting Services	0.00	0.00	0.00	0.0%
			60400 · Office Supplies				
			60401 · Postal Supplies	90.45	135.94	-45.49	66.54%
			60402 · Copying	0.00	115.60	-115.60	0.0%
			60403 · Communtiy Center rental	75.00	150.00	-75.00	50.0%
			60405 · Banking Fees	0.00	100.00	-100.00	0.0%
			60406 · Software Fees	0.00	0.00	0.00	0.0%
			60407 · State Agencies/ Doc Filing Fee	0.00	300.00	-300.00	0.0%
			60400 · Office Supplies - Other	0.00	0.00	0.00	0.0%
			Total 60400 · Office Supplies	165.45	801.54	-636.09	20.64%
			60500 · Miscellaneous	0.00	500.00	-500.00	0.0%
			60700 · Ground Maintenance	0.00	693.55	-693.55	0.0%
			60800 · Write off Expenses	0.00	0.00	0.00	0.0%
			60900 · Contingency Fund Repayment	0.00	0.00	0.00	0.0%
			60000 · General Expenses - Other	0.00	0.00	0.00	0.0%
			Total 60000 · General Expenses	1,136.45	3,497.76	-2,361.31	32.49%
		70000	Irrigation System				
			70100 · Ditch CO Annual Payment	4,941.00	5,000.00	-59.00	98.82%
			70200 · PV REA Electric	135.00	231.17	-96.17	58.4%
			70300 · Repairs and Maintenance				
			70301 · Labor	0.00	0.00	0.00	0.0%
			70302 · Materials	0.00	0.00	0.00	0.0%
			70300 · Repairs and Maintenance - Other	0.00	346.77	-346.77	0.0%
			Total 70300 · Repairs and Maintenance	0.00	346.77	-346.77	0.0%
			70400 · Spare parts	0.00	0.00	0.00	0.0%
			70700 · Extra Irrigation Water	1,620.07	0.00	1,620.07	100.0%
			70000 · Irrigation System - Other	0.00	0.00	0.00	0.0%
			Total 70000 · Irrigation System	6,696.07	5,577.94	1,118.13	120.05%