

**Riverglen HOA**  
**ANNUAL MEETING Meetings**

11/14/2019 7:00 p.m. Berthoud Methodist Church

Board Members in Attendance: Scott Canby, Caroline White, Lynette Anderson, Dave Steffen, Bob Towry

Homeowners in Attendance: Craig Godfrey, Phil Kirmuss, Daryl Musser, Randy White, Paul Simpson, Gary Klug, Tom Dempsey, Jim Ehlers, Tom Smith

Please also see attached slides, including the 2020 budget that are part of the meeting minutes.

I. Vice President Scott Canby called the meeting to order at 7:10 p.m.

II. Summary of 2019

a) Sewer relining (Scott Canby)

- Sewer relining is complete. Lines were viewed by camera and all are in good condition.
- Manhole covers throughout the neighborhood need to be brought up to grade. Thus far, eight manholes have been located and marked that need repair. A quote from Jones Plumbing has been received. They could have the work completed by January or February.

b) Sewer property discussion with Town of Berthoud (Scott Canby)

- The town now manages the pump station and are wanting control of access to the building. A meeting was held with the Town Utility Manager regarding trying to reach a compromise for both the HOA and the Town to have access to the building as the HOA has documents stored there. There needs to be a follow up with the Town to come to a final decision on this issue.

c) A collar was added to the manhole near Carpenter's house to bring it up to grade

III. Irrigation Committee Update

- Refer to slides for summary.
- In addition, there is consideration of installing a pipe or ditch to divert irrigation water from homes on the Eastern portion of the neighborhood to prevent flooding of properties.
- Caroline White mentioned that the projected cost of the project of \$11,800.00 could be funded by the remaining 2019 dues for irrigation plus utilizing the Irrigation Reserve funds of \$8,000.00. The \$8,000.00 is currently in a CD that will mature in

January 2020 so we would need to reallocate some of the other Reserve Funds – as permitted by the Bylaws – until the maturity of the CD if payment is needed prior to mid-January 2020. The \$8,000.00 would be repaid with the 2020 dues.

- Caroline White made a motion that in the Irrigation Policy be revised to include a provision that in the event a homeowner moves, they should be responsible for making sure they are leaving a working meter. If a homeowner sells, an Irrigation Committee Member will check the meter to ensure it is in working order. A non-working meter cost will be invoiced to the original owner and not passed on to the new owner. The cost of a new meter is approximately \$300.00 to \$350.00. The motion passed unanimously.

#### IV. Architectural Review Committee Update

##### a) Items/requests approved for 2019

- Refer to slides for summary
- A suggestion was brought forth by Lynette Anderson about the possibility of changing Article VI, Architectural Review Committee, Section a. Building Type and Occupancy of the covenants to allow metal out buildings with metal roofs. Dave Steffan agreed the covenant needs updated regarding this issue. Dave mentioned that there are stipulations and specifications about such buildings that would need to be presented to be able to try and make this change. Lynette Anderson volunteered to gather such information to provide to the board that could possibly be used to help facilitate this change.

#### V. 2020 Projects

##### a) Renew lift station building

- Refer to slide for summary of items needing fixed.
- There seems to be a miscommunication between the HOA and the Town of Berthoud as to ownership of the lift station building. A motion was made that we need to move to proceed with a draft of the conveyance documents as required in the service agreement with the Town of Berthoud, River Glen HOA and Riverside Farms. A suggestion was made about having a “sewer committee” in place to take on items related to the lift station and sewer issues. Scott Canby, Randy White, Gary Klug, Tom Smith and Bob Towry volunteered to make up this committee. The motion passed unanimously.

##### b) Correct manholes that have been covered up – 8 have been found, 2 yet to be found

- See irrigation committee update above

c) Repair of damaged pavement on Riverview Drive

- It has become apparent that the County is not willing to address our road issues. The condition in particular on Riverview Drive is very poor. Tom Smith took it upon himself to fix one of the biggest “holes” in the road on the upper South side. There have been contacts made by different people to the County in regards to the roads. The County is basically saying it is not their responsibility and we’re lucky the roads have lasted this long. Tom has volunteered to repair the rest of the holes to try and maintain some integrity of the road.

VI. Treasurer report and 2020 budget

- The 2020 budget was provided by the treasurer Caroline White. Caroline requested an increase in quarterly dues from \$100.00 in 2019 to \$115.00 in 2020. The \$115,000.00 for 2020 dues includes the payback of the \$8,000.00 of Irrigation Reserve funds. Motion was made to accept the recommendation. The new quarterly dues of \$115.00 passed unanimously. Please see attached.

VII. 2020 Board of Director’s election

- Scott Canby (Vice President), Caroline White (Treasurer), Lynette Anderson (Secretary), Dave Steffan (Member at Large) all volunteer to continue their positions on the board.
- Open seats on the board are for a President and 1 Member at Large. Tom Smith nominated Tom Dempsey for the Board. Bob Towry agreed to stay on as a Member at Large. An organizational meeting will be held within 10 days to determine Officers.

VIII. There being no further business to discuss a motion was made and seconded to adjourn. Meeting adjourned at 9:15 p.m. by Vice President Scott Canby.