

RGHOA

Board of Directors Meeting

Minutes

Meeting Date: 7pm Tuesday October 28th 2014

Berthoud Community Center

Draft until approved at the next regular BOD meeting

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

Board Members absent: none

Homeowners in attendance: Bob Towry

Reports:

Treasurer's Report:

- Two homeowners have not yet repaid the LID cost

Irrigation Committee Report: none.

Architectural Review Committee:

Home building plans and request submitted for the last empty lot at 1318 Riverglen Way. Plan approved, except that roofing shingle sample was rejected.

Barn renovation plan submitted and subsequently withdrawn for 1716 Riverview Dr.

120 sq ft Garden Shed plan submitted and approved for 1317 Riverglen Way.

Waste Water Treatment Operations Committee Report: No report.

New Sanitation System Committee Report:

- The new force main/lift station is expected to begin operation on the 5th or 6th of November.
- The last major steps to the process will be:
 - To "de-water" the ponds, pumping the water to the Town of Berthoud
 - Have the sludge removed from the ponds

- Collapse ponds 2 & 3 and smooth out the area for grass seeding
- Retain pond 1 as an emergency sewage storage location (but left dry)
- Operational testing on or about 13/14 November
- Completion (except for re-seeding) approximately 21 November

Old Business:

1. Review and approve minutes of prior meeting. Minutes of the 26 AUG 2014 approved unanimously.
2. Ad Hoc Covenant and Bylaws Revision Committee: Final version of revised By-laws to be sent to HOA members before the Annual Meeting. Vote on By-laws at the Annual Meeting.
3. ARC/Covenant issues: none
4. Charters for all committees (per CCIOA). Tye Riley will work on a draft charter for the Architecture committee as well as ARC procedures.
5. Need to outline enforcement process for covenants - (CCIOA calls out items and HindmanSanchez has a document checklist) - In progress. Tye Riley to draft process.
6. Riverside Farms status. Bills are current with the exception of \$732 for the most recent LID cost overrun.
7. Discussion on the Little Thompson River Restoration Project. No update.
8. Board request that the HOA attorney determine if the HOA has a liability in the event of excessive irrigation run-off. No update.
9. 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, (970)498-5672. Work deferred until New Sanitation System Project complete.

New Business:

1. LID Sanitation Project progress. See above under “New Sanitation System Committee Report.”
2. Larimer County shortfall for LID related to upgrade to 3 phase power. BOD voted to approve a payment of approximately \$2500 because of another shortfall in the LID project. Income paid to RGHOA from the County Bridge Easement will be used to pay this to Larimer County.

3. 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.
4. Status letter to HOA for Annual meeting. Need to draft a package for the Annual Meeting.
5. Prepare for annual meeting. Add agenda item/summary of how covenant changes are made based on homeowner request.
6. Request from homeowner to post current/pending building requests submitted to the Architectural Review Committee on the HOA website. The Board voted unanimously to continue to include a summary of all Architectural Review Committee requests in the BOD Minutes and not to establish a separate document/website posting for this.

Open Discussion:

1. Julie Stapp resigned from the RGHOA Board of Directors effective 28 October 2014.
2. Ken Carpenter volunteered to serve on the RGHOA Board of Directors. Ken Carpenter was voted unanimously to the board in accordance with the By-laws by the standing members of the board.
3. Tye Riley indicated that this is his last year serving on the BOD. Tye has agreed to continue to serve on the Architectural Review Committee.
4. Fencing for the reconfigured area around the new lift station and pond 1. The contractor performing the work on the new lift station has been requested to submit a cost to install fencing after work is completed on the lift station and pipes. This cost was not part of the LID contract prepared by JVA and the County.
5. Silt removal from drainage ditch. The drainage ditch that is located just west of the lift station that goes north to the river was filled in by silt from the flood in 2013. The BOD requested that the contractor submit a bid to remove the silt and the olive trees in the ditch. The silt can then be used to help landscape the area where the ponds will be collapsed. The reasons for requesting the contractor to do this now are: a. the silt can be used on the project to do a better job of landscaping, b. the contractor has the equipment on site to perform this, c. the drainage needs to be re-established.
6. Need to meet with Town of Berthoud and discuss: billing, availability of someone from Town of Berthoud to attend HOA Annual Meeting, insurance, utility billing (water and electricity), availability of Town staff (licensed operator) to oversee RGHOA internal collection system.
7. State sewage treatment permit. In the next few weeks RGHOA will no longer be treating sewage. Gary Klug contacted the State of Colorado regarding the permit. We will need to drop our permit to treat. The HOA will need a licensed operator for the collection system (the pipes within RGHOA connected to each home). Apparently this is a new requirement. We will contact the Town of Berthoud to determine if they have someone we can contract

with to “oversee” the collection system. Gary Klug will work with JVA to submit the necessary paperwork.

8. 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.
9. Budget for 2015. Board to work on budget before the annual HOA meeting.

Mark McGee

Secretary RGHOA BOD