

# RIO BUENA VISTA HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS OPEN SESSION MINUTES

September 17, 2011

9:00am

Golf Course Club House  
Rio Buena Vista

- A. Establishment of quorum:** It was determined that a quorum of the Board was present. Alan Baker, Mark Bantle, and Ron Ridennour were present. Dennis Chance and Dave Morse were unable to attend. Management was represented by Judith Stalder.
- B. Call Meeting to Order:** The meeting was called to order at 9:06am.
- C. Report of Executive Session:** There was no Executive Session scheduled at this time.
- D. Homeowner open comments:** Ten (10) homes were represented. No specific comments were given.
- E. Special Presentations:** Sunland Asphalt gave a presentation to the Board on the repairs that were bid on. There was a discussion about repairs that would be needed in the future.
- F. Board Education:** There was a discussion about the bills that have been signed by the governor that will affect the HOA in coming years. The most specific bills were SB 563 which eliminates email discussions outside of meetings, SB 209 that encourages Boards to allow homeowners to install electric charging stations, and SB 150 that limits Board from writing rental restrictions into the governing documents after Jan 1, 2012. The Board indicated that they understood the new bills.
- G. Committee Reports:**
- 1. ARC:** There was a discussion about the changes being made to the AR Guidelines. The committee indicated that they would like to see all developer offered changes in a pre-approved list.
  - 2. Rules:** There was a discussion by the Rules Committee and some homeowners about the changes that are being made to the Rules for the community.
  - 3. Landscape:** No report was given.
- H. Administrative Issues:**
- 1. Approval of Minutes:** Upon a motion made and seconded the Board approved the minutes of the May 14, 2011 meeting as presented.
  - 2. Homes in Escrow:** Management reported that there is one open escrow account. Three homes have been lost to foreclosures since our last meeting. One short sale is pending.
  - 3. Walk through Reports:** There was a discussion about the walk through completed by management prior to the meeting. No specific actions will be taken from that walk through.
- I. Financial Issues:**
- 1. Review of Bank Statements:** The Board reviewed the reconciled financial statements from June 2011 through August 2011 without comment.
  - 2. Profit and loss to date:** The Board reviewed the Year to Date Profit and Loss without comment.
  - 3. Balance sheet to date:** The Board reviewed the Year to Date Balance Sheet without comment.

4. **Homeowner list:** The Board reviewed the current homeowner list without comment.
5. **Aging Report:** The Board reviewed current aging report. The following actions were taken.
6. **Collection issues:**
  - a. **Account 040-002-03:** Upon a motion made and seconded the Board approved the lien process on this account.
  - b. **Account 040-003-01: Page 38:** This unit has been taken in a foreclosure action. Management is moving forward with the small claims process as approved at the last meeting.
  - c. **Account 040-003-02:** Upon a motion made and seconded the Board approved the lien process on this account.
  - d. **Account 040-006-01:** This member is making payments as arranged.
  - e. **Account 040-017-01:** This lien has been filed.
  - f. **Account 040-020-01:** This account is now current except for late fees and letter charges. No further action was taken.
  - g. **Account 040-022-01:** Upon a motion made and seconded the Board approved the lien process on this account.
  - h. **Account 040-024-01:** This unit was purchased by partners. Since the purchase the partnership has dissolved. The owner would like to make payment arrangements to clear this account. The Board asked management to make payment arrangements in the amount of not less than \$200.
  - i. **Account 040-053-01:** Upon a motion made and seconded the Board approved the lien process on this account.
  - j. **Account 040-069-01:** The Board reviewed the bankruptcy action is moving forward on this account.
  - k. **Account 040-076-01:** This account was cleared on the sale of the unit.
  - l. **Account 040-103-01:** Upon a motion made and seconded the Board approved the lien process on this account.
  - m. **Account 040-125-01:** Management has proceeded with the lien process on this account as directed at the last meeting.
7. **Annual Review:** Upon a motion made and seconded the Board approved Stephen to complete the review for 2011.
8. **Reserve Study:** Upon a motion made and seconded the Board approved the reserve study for 2011.
9. **2012 budget:** Upon a motion made and seconded the Board approved the budget of \$67 per door for 2012.
10. **Excess operating funds to reserves:** Upon a motion made and seconded the Board agreed to move \$5500 in excess funds to the reserve account.

**J. Correspondence:** There were no questions or concerns about correspondence previously emailed to the Board.

**K. Architectural Processing:**

1. **1127 Marina Drive:** Upon a motion made and seconded the Board ratified the ARC changes to this unit.
2. **Exterior Paint Colors:** Mark stated that he now has the color charts for Rio Buena Vista posted on the website. Management will incorporate that into the ARC Guidelines that are discussed later in this agenda.

**L. Landscape Issues:**

1. **Electrical work:** there was a discussion about the electrical problems with the lights around the pool. Management stated that two contractors in the Needles area have declined to bid the project. Allen Lyon indicated that he had a contractor that may be willing to complete the work.
2. **Landscape Company:** Management has talked with Barry about the watering concerns. He is watering to make sure the plants don't become stressed in the excessive heat. There was a discussion about Barry and the need for him to become licensed by the end of this year.
3. **Rocks at Pool:** This project will happen once the weather cools. Rocks at individual yards are the homeowners' responsibility.
4. **Plantings at the front entrance:** This project will happen once the weather cools.
5. **Janitorial Contract:** Upon a motion made and seconded the Board agreed to hire Barry Floyd for janitorial services to the HOA.

**M. Property Maintenance Issues:**

1. **Termite Inspection:** This project is on-going.
2. **Slurry sealing/pavement repairs:** Upon a motion made and seconded the Board approved the contract as submitted with Sunland Asphalt to complete repairs at the entrance of the community, seal coat the remaining streets and re-stripe the parking lots.
3. **Sewer Issues:** There was a discussion about the needed fix for the sewer gases. Management continues to look for a contractor to complete the project.
4. **Pool Issues:**
  - a. **Pool Maintenance:** Tom has called several times to tell me that someone turned off the emergency back-up and that the pool had gotten cloudy. The pool has passed the health inspection and I have mailed them both a key card and a key to the pump area. The Board directed management to have Tom install a cover over the emergency shut off valve to correct the problem of the emergency back-up being shut off.
  - b. **Pool Lights:** Other than the lights no other problems with the pool were noted.
  - c. **Bathroom door locks:** The Board inquired when the door locks would be changed. Management will check with the locksmith the see when the project will be completed.
5. **Fence Maintenance:** No problems were noted.

**N. Old Business:**

1. **Small claims action against C&D Construction:** This is moving forward as expected. Management has filed the paperwork with small claims and is waiting on a court date.
2. **Towing Contract:** Management reported that a discussion was had with Active Towing about not towing when requested. Active assured management and the Board that this would not be a problem going forward.
3. **Lift station:** There was a discussion about the lift station. No action was taken.
4. **Rules recommended changes: Upon a motion made and seconded the Board approved the new Rules as amended.**
5. **Gate:** This issue is on hold.
6. **Website:** Management reported that the website is now in the HOAs name with Mark Bantle as the administrator. No further action is needed on this matter.
7. **Newsletter:** Management will begin to produce newsletters for the community that can be included in billing statements.
8. **Road/sewer Maintenance agreement with non-HOA homes within RBV:** There was a discussion about the need to get the homeowners who do not belong to the HOA to contribute to the road repairs.

**O. New Business:**

1. **Insurance bids: Upon a motion made and seconded the Board agreed to remain with Farmers insurance for the community.**
2. **Reimbursement for towing costs: Upon a motion made and seconded the Board agreed to reimburse a homeowner for towing costs.**

**P. Date of Next Meeting:** The date and time of the next meeting will be set at a later date.

**Q. Adjournment:** The Board adjourned the meeting at 1:11 by unanimous consent.