

**RIO BUENA VISTA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS OPEN SESSION
CONSENT AGENDA**

July 28, 2012

9:00am

Rivers Edge Golf Course Conference Room

Rio Buena Vista

Telephone conference center call in information:

1-888-557-8511

Access code: 4999919

- A. Establishment of quorum:** It was determined that a quorum of the Board was present. Mark Bantle, John Harrington, Allen Lyon and Alan Baker were present. Rick Medina was unable to attend. Management was represented by Judith Stalder.
- B. Call Meeting to Order:** The meeting was called to order at 9:03am.
- C. Report of Executive Session:** There was an Executive Session to discuss personal matters prior to the open session of the Board. That meeting will resume at the close of the open agenda items.
- D. Homeowner open comments:** Homeowner open comment session was held. Comments were made that could be presented to the Board for action at a later meeting.
- E. Special Presentations:** Richard Nogales spoke with the Board and the community members present about the on-going problems with the sewer and the proposed solutions.
- F. Consent Items:**
1. **Approval of Minutes:** This matter was tabled.
 2. **Sewer cleaning bids:** The Board approved of the bid to clean the sewers in the amount of \$8223.57.
 3. **Hot water heater bids:** There was a discussion about this matter. No action was taken at this meeting.
 4. **Bathroom door locks:** The Board agreed to this expense.
 5. **Pool fence painting:** No action was taken on this matter.
 6. **ARC requests:** There were no ARC requests.
 7. **Collection issues:** There were no collection items.
 8. **ARC Committee appointments:** The Board asked for volunteers for this committee. They suggested the following homeowners:
 - a. Earl Greer
 - b. Scott Poole
 - c. Cindy DiDomenico
 9. **Community function:**

a. Amount: The Board approved \$300 twice a year to be used at the committee discretion provided no alcohol is purchased with HOA funds. They also asked for volunteers for this committee.

Upon a motion made and seconded the Board approved the above actions as noted.

G. Items for discussion without action:

- 1. Board Education:** The Board reviewed the information provided by management concerning the carbon monoxide detectors that will be required on Jan 1, 2013.
- 2. Committee Reports:**
 - a. ARC:** There was no ARC Committee report for this meeting.
 - b. Rules:** There was no Rules Committee report for this meeting.
 - c. Landscape:** There was no Landscape Committee report for this meeting.
- 3. Homes in Escrow:** Management reported that they are not aware of any open escrow accounts at this time.
- 4. Walk through Reports:** The report of the walk through completed at the end of the last meeting is located in old business as an action item for management. Richard and I are scheduled to complete a walk through on Friday evening before we meet. I will be happy to complete a walk through with the Board at the end of the meeting again.
- 5. Review of Bank Statements:** The Board reviewed the reconciled bank statements for May and June 2012. There were questions concerning the management bills. Management agreed to complete a full audit on all payable and receivables for management within one month. There were no other questions.
- 6. 2012 Profit and loss to date:** There were no questions or comments on this report.
- 7. 2012 Balance sheet to date:** There were no questions or comments on this report.
- 8. Budgeted v actual report for June:** There were no questions or comments on this report.
- 9. Homeowner list:** There were no questions or comments on this report.
- 10. Aging Report:** The Board reviewed the aging report and took the following action:
 - a.** Homeowner associated with account 24 should be invited to the next meeting to discuss the amount owed to the HOA.
- 11. Reserve Transfer:** The Board reviewed the reserve transfer report provided without comment.
- 12. Correspondence:** The Board reviewed correspondence received during this reporting period. They asked that management contact the local newspapers and ask that they stop the free deliveries. The Board took no action on the other correspondence.
- 13. Landscape Issues:**
 - a. Board concerns:**

- i. There was a discussion about the landscape crew blowing debris into the front yards. The Board had also discussed this issue with Richard Nogales. This matter will continue to be a pending issue.
- ii. There was a discussion about the hole at the fire access area at the rear of the community. The Board indicated that Southwest gas had dug the hole. Mark Bantle will contact Southwest Gas prior to August 1. If he is unable to contact Southwest Gas he will notify management for further action.

b. Battery back-up for all timers: There was a discussion about the need to check the timers on all visits at the walk through on July 27, 2012.

c. Landscape letters: The following letters have been sent as requested at the last meeting. Further action is to be taken on these matters after August 15, 2012 if the cleanup is not completed in each letter.

- i. **1197 Marina:** Clean up yard
- ii. **1195 Marina:** Trim tree away from street.
- iii. **1201 Marina:** Clean up yard
- iv. **1220 Marina:** Clean up yard
- v. **1206 Marina:** Clean up yard
- vi. **1184 Beach:** Clean up yard
- vii. **1169 Beach:** Clean up yard
- viii. **1126 Beach:** Clean up yard
- ix. **1139 Marina:** Trim tree away from street

14. Pool Issues:

a. Pool Lights: There were no concerns noted about the lighting at the pool.

b. Pool Inspection: The Board reviewed the pool inspection completed by San Bernardino County. A key has been mailed to Hesperia as requested. The County has been asked to provide management with the CA law about the drinking fountain and emergency exit. The following information has been received from Hui Chieng, the inspector for the Needles area pools.

- i. **Keyless exit:** State law requires a keyless exit so homeowners can get out of the pool without the electronic key. The Board asked for bids from Extreme Iron to:
 - ii. Convert the back gate to a push bar exit.
 - iii. Install a button on the front gate.
- iv. **Drinking Fountain:** There must be a source of fresh water at the pool unless all homes are within 300 feet of the pool. (CA code on pools)

v. **Hot water:** If bathrooms/showers are provided at the pool hot water must be provided. That water must be able to be heated to 110 degrees. (CA code on pools)

c. **Rocks at Pool:** There was a discussion about this. Mark has discussed the placement of rocks around the pool with Richard.

d. **Back wash at pool equipment area:** Tom completed a temporary solution for the backwash run-off. Mark spoke with Richard concerning a permanent solution at the walk through on July 27, 2012.

e. **Pool hours sign:** A new sign needs to be ordered with the updated hours as per the rules.

15. **Small claims action against C&D Construction:** No action was taken on this issue.

16. **Towing Contract:** Management has contact Active Towing and has been assured that sweeps are being completed on Friday and Saturday nights.

17. **Who uses the lift station:** The City of Needles Golf Course is definitely using the lift station as suspected. Association legal counsel is working on this matter. Management was asked to send a letter to The City of Needles asking the following:

a. The HOA would like \$2000.00 per month for shared expenses for the sewer and lift station. Management was asked to provide the “off-site” video to the City as proof that the golf course is attached to this sewer.

b. The Board asked that The City of Needles be invited to the next meeting.

18. **ARC recommended changes:** This matter is on hold for the time being.

19. **Website:** Mark stated that a website has been set up for only the Board.

20. **Road/sewer Maintenance agreement with non-HOA homes within RBV:** Association legal counsel is working on this issue. Road and use maintenance agreements need to be drawn up and provided to all homeowners who use the streets and the sewer that is maintained by the HOA.

21. **Survey for lot 40:** There was a discussion concerning this issue. A bid for a survey will be available at the next meeting.

22. **Fire Lane issues:** This matter will be discussed during the survey process.

23. **State Lands issues:** The Board provided the following directions in conjunction with this matter:

a. Letter from State Lands concerning beach use dated July 25, 2012: That letter should be inserted in the next billing statements.

b. Legal Counsel should contact State Lands concerning who the point of contact is no later than Wednesday, August 1, 2012.

H. Open comments: A second Homeowner open comment session was held. Comments were made that could be presented to the Board for action at a later meeting.

I. Date of Next Meeting: The Board scheduled the next meetings for September 15 and November 17, 2012 at 9am at the Needles Golf Course.

J. Recess to Executive Session: 1:37pm.