

**Rinn Valley Ranch
Home Owners Association
Meeting minutes
4/21/2011**

Location: Carbon Valley Library

Minutes: Meeting begins at: 6:34PM

1. Roll call

Phyllis Sjoberg, Tabitha Butler, Kathy Friedl, Jeff Nieuwma, Dan Zwart

2. Approve agenda

Minutes Approved

3. Proof of meeting notice

Meeting notice was emailed and posted at mailboxes

4. Approval of minutes

Minutes were approved unanimously

5. Reports

a. Budget

Phyllis Sjoberg reported on the latest financial statement. The HOA earned \$70 in interest last month, plus 2 properties sold bringing in \$150 in transfer fees. There is a \$20 bank service charge that the bank will credit back due to the initial balance when we moved over the bank account and not having the initial deposit meet the minimum required.

The Professional Fee showing in the report is for the Accountant to handle the tax filing for the HOA.

Phyllis mentioned that there were some unit owners who did finally pay their HOA dues but did not pay the late fee that was included in their last statement. The board felt that we should enforce the late fees and that we will send one more letter asking for the late fees to be paid or the account will be turned over to the lawyer. Robert Trent will send Phyllis a copy of a letter the board has used before regarding paying fees or that the past due amount will be turned over to our lawyer. Phyllis will send each unit owner that still owes late fees the letter via certified mail and then it will be turned over to the lawyer.

Phyllis mentioned that there is a deficit for \$189.03 on the books that she can find no record for in the financial documents. Dan made a motion to clear the error for \$189.03 off the books. The motion was seconded and passed.

Kathy Friedl asked if the financial report should be scanned into the meeting minutes or if it should be posted on the website because owners have requested to see the statements. There is concern about posting it on the website due to outside sources being able to see the information and concerns over fraud. Dan stated that any unit owner can always send an email to request a copy of the financial statements and they will be provided.

b. DRC

No representative from the DRC committee was present at the meeting, so no update was given. Dan felt that each subcommittee of the HOA should have a representative at the meetings to report and answer questions.

Robert Trent asked to verify the rule for only 3 to serve on the DRC committee. Jeff N. confirmed the covenants state that 3 SHALL be on the DRC committee.

Robert also asked about some document or guide for homeowners that will help guide them on what needs to be submitted to the DRC for various types of building, landscaping or modifications to existing approved plans. It's not clear to owners what is required for DRC submission. Dan said he thought there was some discussion in the past by the DRC about creating a checklist for DRC submissions. Dan will follow up with Matt regarding this request.

Here is the meeting minutes from the last DRC meeting that was emailed to the board:

- 1. Approval of home color submission from 3453 Cottonwood Circle**
- 2. Discussion surrounding solar panels, decided to wait for submission prior to contacting lawyer.**
- 3. Discussion of kids home playground. It does not require submission as long as the materials are not in violation of DRC guidelines.**
- 4. Landscape plan for reworking the front yard at 3490 Cottonwood Circle.**

DRC guideline review is on hold until the next meeting so all DRC members can be in attendance.

Sue Bush, Chris Vitri, and Matt Nunn were in attendance.

c. Enforcement

The HOA received the first enforcement report from Real Manage(RM). There were various questions over the comments from RM on the report – i.e Playground equipment, planters being empty, grills on front porch, etc. Tabitha will follow up with Kim in regards to those comments that were ambiguous.

There are a few houses under Grass Watch, which means RM will keep an eye on those unit's lawns to see if the grass comes back. RM expects all yards to be green by June 1st. If yards are not green by June 1st, those units will receive a violation notice.

RM also requested plans from DRC for those units that have not completed landscaping so they can enforce the plans. DRC needs to review the plan with the Papini's and decide how to move forward. Are they following the plan that was submitted? Guidelines require 70% live vegetation and Dan is not sure they meet that requirement.

d. Terms for Board of Directors

Tabitha – Enforcement (end of 2011)
Kathy Friedl – Secretary (end of 2012)
Jeff Nieusma – Vice President (end of 2011)
Phyllis Sjoberg – Treasurer (end of 2012)
Dan Zwart – President (end of 2012)

6. Agenda Items

a. Neighborhood Party

There was some discussion over whether to hold a neighborhood party. The decision was made when creating the current budget to exclude any funds from being used for neighborhood parties since the HOA had unit owners complain about HOA funds being used for a neighborhood party. If a Neighborhood party is to be held it will have to be organized as a private event. The HOA will send out an email asking if anyone is interested in planning a neighborhood party. It will have to be potluck and a common space found for the event. Tabitha will be the point person for anyone interested in planning a neighborhood party.

b. Town of Frederick/Lennar & Rinn Valley Ranch Park

The HOA Board received a few emails asking about the status of the park. The Board is getting no real information from Lennar or the Town of Frederick – only that it is a legal issue between the two that needs to be resolved. Robert recommended that we show up at town meetings and demand our park. We've tried this in the past and have not really gotten any support from the unit owners to show up to meetings (last time only 3 showed up). The board will send notices of TOF meetings and try again to rally a group to go to every meeting and demand our park.

Next Town of Frederick Meeting is MAY 10th – 7:00 PM. Board will send email to the community asking for unit owners to show up in force for the meeting.

c. Mailbox Message Board/Sign Holder

Dan and Kathy have reviewed options to replace current method for posting meeting notices and other community notices for Rinn Valley Ranch. It is recommended to purchase a new message board. The message board recommended is around \$145.

Dan made a motion to purchase one new message board to see how it works out. Motion was seconded and passed. Dan will order the new message board.

d. Wards Contract Renewal

The contract was reviewed by the board members. Dan made a motion for the contract to be renewed. The motion was seconded and passed.

7. Open Floor (Time Permitting)

Kathy asked about future plans in regards to 2nd entrance for the neighborhood. If a sign was going to be installed and landscaping done for the island in the middle of the entrance.

Dan said no plan was in place now, but we could look into a smaller sign for that entrance and some low water vegetation for the island. There is no water at that entrance. Dan will start looking into cost for sign. Possibly clean out rock and do some planting at the next community clean up day.

Reminder – Community Garage Sale is May 14th and Community Clean Up is May 21st.

8. Adjournment

7:42 PM

9. Next Meeting

May 26th @ 6:30PM at Library.