

**RANCHO VENTANA RV PARK  
BOARD OF DIRECTORS MEETING  
DECEMBER 15, 2010**

**M I N U T E S**

PRESENT: S. Casorso, , S. Hunley, M. Myers, W. Orriss, K. Zidar (recorder)

**1.0 CALL TO ORDER**

W. Orriss called the meeting to order at 2:30 p.m. There were approximately 40 homeowners in attendance.

**2.0 APPROVAL OF MINUTES**

MOTION 10/12/01

MOVED BY: S. Casorso

SECONDED BY: M. Myers

THAT the minutes of the November 16, 2010 Board of Directors meeting be approved as presented.

CARRIED.

**3.0 COMMITTEE REPORTS**

**3.1 ARCHITECTURAL**

T. Schwartz presented the report which covered the period March 23, 2010 until December 15, 2010 – attached as Appendix A. (Ted was away and did not present a report at the last meeting).

**3.2 MAINTENANCE**

W. Orriss presented the report for R. Gordon. The main project that was completed was the Library – flooring and painting. It looks really great – thanks to Cliff Wallace, Ed Sehn, Sonny Birtch, Cyril Hughes, Alec Case, Jim Hensman, Butch Beblow, Wayne Short and Tom Morriss for their help. Library volunteers were thanked for their help as well.

There are a few other small jobs in the works. The completion of the installation of the posts and cement for the security cameras will be completed soon. Also, the front gate lot plan will have a light installed very shortly.

**3.3 SOCIAL COMMITTEE**

No report was presented.

### 3.4 FINANCE

M. Myers presented the report. Two handouts were available – the 2010 Budget – Attached as Appendix B; and the 2011 Budget – attached as Appendix C: that there would be a \$12,209.00 deficit. The Board is proposing raising the maintenance fees to \$89.00 per month to cover the difference. Costs have been going up and it has been awhile since the maintenance fees have been raised. The maintenance fees collected in 2010 were \$212,688.00. The proposed increase would bring the maintenance fees revenue to \$224, 293.00.

Also, a one time special assessment fee is \$50.00 will be proposed to cover the cost of the new security system and wireless internet project.

These two items will be dealt with in Section 6.0 – New Business.

### 3.5 COMMUNICATIONS

The report was prepared by S. Hunley. No Communications Committee meeting is scheduled until the arrival of the full committee after the holidays.

The Social Calendar was posted for December and the remainder of the new governing documents will soon be posted and printable from the website. Two new forms, for Visitor, and Renter Registration are now on the website. Owners and Residents can now go on-line, fill out the forms, and email them to the Office. The completed registration will be printed and placed in the appropriate file for when the Renters and Visitors come to the Park. This should make it much easier to file this required information with the Office.

### 3.6 RECYCLING

S. Birtch presented the report which is attached as Appendix D.

### 3.7 OPERATIONS

There was no report.

### 4.0 UNFINISHED BUSINESS

4.1 COMPLETION OF THE GOVERNING DOCUMENTS PACKAGE

A separate information piece is now available for Visitors and Renters. This will ensure that all the required information regarding the common rules of the Park are understood by all residents and guests.

4.2 SECURITY SYSTEM UPDATE

4.3 REPORT ON WIRELESS SYSTEM

S. Casorso provided no update as the financing has to be in place for the systems and that will be dealt with later in these minutes.

4.4 OFFICE ASSISTANT TRAINING

S. Hunley prepared the report. The assistant program is working out very well. There are six who are trained to help out at the desk, and process the mail. After the holidays a couple more volunteers will be arriving to help.

Yasika is very pleased with the initiative shown by all of the volunteers.

In addition, two individuals have taken on the huge task of organizing all of the documents on the computers. When completed they will provide future Boards with valuable resources, so that the same questions and issues won't have to be researched more than once.

4.5 SOCIAL COMMITTEE'S INQUIRY CONCERNING FITNESS EQUIPMENT

This item has been tabled to the next meeting.

5.0 CORRESPONDENCE

5.1 LETTER FROM B. MAPSON – LOT 124 RE: MAINTENANCE FEES

B. Mapson's letter requesting a reduced rate for owners who prepay their maintenance fees is attached as Appendix E.

The Board's response is attached as Appendix F.

6.0 NEW BUSINESS

6.1 FINANCE AND 2011 BUDGET

Refer to Section 3.4 of these minutes.

MOTION 10/12/02

MOVED BY: M. Myers

SECONDED BY: S. Casorso

THAT the 2011 Budget as presented in Section 3.4 of the December 15, 2010 Board of Directors meeting be approved as presented with a deficit of \$12,209.00.

CARRIED.

In order to alleviate the deficit required in the budget for operations the following motion was made. Please note that in order to provide the required 30 day notice to homeowners, the fees will not become effective until February 1, 2011.

MOTION 10/12/03

MOVED BY: M. Myers

SECONDED BY: S. Casorso

THAT the monthly Maintenance Fee be increased to \$89.00 per month commencing February 1, 2011.

CARRIED.

At the November 16, 2010 meeting Motion 10/11/03 regarding the purchase of a combined security/internet service system, subject to financing, was approved. In order for this to happen, it is necessary to institute a one-time special assessment fee to cover the cost.

MOTION 10/12/04

MOVED BY: M. Myers

SECONDED BY: S. Casorso

THAT a one-time special assessment fee of \$50.00 per lot be approved to cover the capital costs for the security/internet system;

AND THAT such assessment fee be payable February 1, 2011

CARRIED.

## 7.0 OPEN FORUM FOR HOMEOWNERS

LOT 188 – R. Handley: Questioned some budget lines regarding the security system and internet system. He questioned that payroll costs have increased 20%. A response from the Board will follow.

LOT 206 – S. Birtch: Questioned the telephone costs – wondered if the Board would consider using computer for long distance (like Magic Jack). The Board will look into this.

LOT 188 – P. Handley: Is the line budget figure of \$1,000. for internet going to be used? Asked what janitorial (supplies) and landscaping costs (trimming higher trees) were used for. A response from the Board will follow.

LOT 119 – G. Graham: Asked if the cable television cost could be reduced by only having people using it pay the fee. The Board will take this under advisement.

LOT 168 – D. Keith: Asked about the talks last year regarding the solar system. Company was contacted. They have not responded and it is presumed that they are not interested.

LOT 145 – S. Casorso: Addressed the upcoming Board of Directors elections. Self-nominating forms are available from the Office. He noted that the Board worked very hard the last 4 years getting all documents and systems up-to-date and instituting procedure manuals to make it easier for new Board members. He encouraged homeowners to consider letting their name stand for election. It is a very rewarding undertaking.

#### 8.0 DATE AND TIME OF NEXT MEETING

The next Board of Directors meeting will be held Tuesday, January 11, 2011 at 2:30 p.m.

#### 9.0 ADJOURNMENT

The meeting adjourned at 3:10 p.m.

Warren Orriss  
President.

Kathy Zidar  
Recorder.

ARCHITECTURAL REPORT, FROM MAR 23/10 TO DEC 19/10

ARCHITECTURAL REPORT FROM MAR 13/10 TO DEC 12/10									
APP. #	LOT #	PARK MOD.	SHEDS	PADS PATIOS	LAND-SCAPING	LAT. TICES	UNIT ADDS. & MODS.	NON APP.	OTHER
85	183						1		AWNING
86	114		1	1			1		.
87	150		1	1	1	1			
88	184				1				
89	72		1		1				
90	21		1						MODIFICATION
91	62	1							
92	27		1						EXTENSION
93	103					1			
94	206						1		WIND DOOR SLIDER
95	50		1						
96	183			1					
97	12		1	1	1				
TOTALS (13)		1	7	4	4	2	3		

**RANCHO VENTANA RESORT COMMUNITY ASSOC. INC.  
2010 BUDGET**

<b>REVENUE</b>	
Laundry, Drinking Water	3,500.00
Maintenance Fees	212,688.00
Miscellaneous	2,000.00
<b>TOTAL INCOME</b>	
<b>LESS TRANSFER TO RESERVE FUND</b>	36,066.00
<b>AVAILABLE REVENUE</b>	182,122.00
<b>EXPENSES</b>	
Accounting Fees	2,800.00
Alarm System	325.00
Cable Television	20,000.00
Capital Expense	6,500.00
Electricity	11,000.00
Equipment & Furnishings	2,500.00
Gas	9,000.00
Insurance – Building& Liability	12,000.00
Insurance – Directors Liability	2,000.00
Internet	1,000.00
Janitorial & Restrooms	2,000.00
Landscaping	3,500.00
Legal Fees	5,000.00
Miscellaneous	0.00
Office Supplies	3,000.00
Payroll	58,000.00
Payroll Taxes	5,000.00
Payroll Workers Comp	5,000.00
Permits	1,000.00
Pool & Spa Maintenance	1,750.00
Repairs & Maintenance	6,000.00
Sewer/Septic Tanks	4,500.00
Taxes – Property	250.00
Taxes – Income	1,500.00
Telephone	2,000.00
Trash Removal	6,000.00
Travel Expenses	1,500.00
Water	9,000.00
<b>TOTAL EXPENSES</b>	182,125.00
<b>SURPLUS (DEFICIT)</b>	3.00

**RANCHO VENTANA RESORT COMMUNITY ASSOC. INC.  
2011 BUDGET**

**REVENUE**

Laundry, Drinking Water	3,500.00
Maintenance Fees	212,688.00
Miscellaneous	2,000.00

**TOTAL INCOME**

<b>LESS TRANSFER TO RESERVE FUND</b>	<b>35,532.00</b>
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<b>AVAILABLE REVENUE</b>	<b>182,656.00</b>
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**EXPENSES**

Accounting Fee	2,800.00
Alarm System	325.00
Cable Television	21,000.00
Capital Expense	6,000.00
Electricity	11,000.00
Gas	9,000.00
Insurance- Building & Liability	10,000.00
Insurance- Directors Liability	3,000.00
Internet	1,000.00
Janitorial & Restrooms	1,500.00
Landscaping	4,000.00
Legal Fees	5,000.00
Wifi- Security	5,400.00
Office Supply	3,000.00
Payroll	69,340.00
Payroll Taxes	5,000.00
Payroll Workers Comp	6,000.00
Permits	1,000.00
Pool & Spa Maintenance	1,750.00
Repairs & Maintenance	5,000.00
Sewer/ Septic Tanks	4,500.00
Taxes- Property	250.00
Taxes- Income	1,500.00
Telephone	2,000.00
Trash Removal	5,500.00
Travel Expenses	1,000.00
Water	9,000.00

<b>TOTAL</b>	<b>194,865.00</b>
<b>DEFICIT</b>	<b>(12,209.00)</b>



# RECYCLE REPORT FOR Dec 15, 2010

I would like to thank those that helped out with the different recycle jobs. We have some new helpers and it is real nice.

Thanks to Don's help we are now going to try and recycle the milk containers.

We have had 4 recycle trips since last report for a total of \$380.00

Expenses were	*cost of picking up new trailer
	*some decorations for the office library area
	*small repair items
	*couple tools to help with park work

Balance as of today is \$884.70

We have a newer dump trailer for the branches etc. and the old branch trailer is for cardboard. The old cardboard trailer not sure yet?

Would like to give a great big thank you to all those that have dropped off clothing and other items in the bucket outside the club house. They sure are appreciated everything at Harmony Kitchen. They give the things out and they are well used. They also really appreciate our extra food from the club house and I can take any extras from your homes.

Just a reminder that if you have renters or know some please tell them about the recycling

If anyone has any other suggestions please let me know.

Laurel Birtch





BERT MAPSON  
LT. 124 RANCHO VENTANA.

APPENDIX E  
BOD MTG.  
DEC. 15, 2010

## Palo Verde College

One College Drive

Blythe, CA 92225

(760) 921-5500

[www.paloverde.edu](http://www.paloverde.edu)

### RANCHO VENTANA BOARD OF DIRECTORS

I propose that RV adopt an annual HOA payment method along with the present monthly at the homeowner's option.

Annually the HOA fees add up to \$1003.00. I propose that the annual payment method reduce the charges by \$20.00 making the full one-time annual payment \$983.00.

Bert Mapson

**RANCHO VENTANA RV RESORT COMMUNITY  
ASSOCIATION INC.**

**3410 Arrowhead Blvd. Blythe, CA 92225**

**Phone (760) 921-3600 Fax (760) 921-3160**

**Website [www.ranchoventanarv.com](http://www.ranchoventanarv.com)**

**Email [ranchoventanahoa@npgcable.com](mailto:ranchoventanahoa@npgcable.com)**

**DATE:** December 1, 2010

**TO:** Bert Mapson  
Lot # 124  
Rancho Ventana

**RE:** HOA fees, annual fees

In your letter of November, you are suggesting that the Association institute a reduced rate for Owners who prepay their Maintenance Fees annually. This would appear to be a win-win situation, however, under the current interest rate conditions that just isn't the case.

When the interest rates banks pay ranges between zero and less than three-quarters of one percent per year, the Association is unable to earn enough extra to allow for a reduction of fees.

The Association is always interested in exploring ways to better serve its members, and the Board thanks you for posing the question.

Sincerely,

Secretary, Board of Directors