

**RANCHO VENTANA RV PARK  
BOARD OF DIRECTORS MEETING  
NOVEMBER 15, 2011**

**MINUTES**

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 30 people in attendance. He advised that an Operations Meeting has been held on November 7<sup>th</sup> to discuss the summer activities and an Executive Meeting had been held on November 14<sup>th</sup> to discuss personnel changes, structure, and reserve fund considerations.

**2.0 APPROVAL OF THE MINUTES OF THE MARCH 8, 2011 MEETING**

MOTION 11/11/01

MOVED BY: M. Myers

SECONDED BY: S. Hunley

THAT the minutes of the March 8, 2011 Board of Directors meeting be approved as presented.

CARRIED.

**3.0 COMMITTEE REPORTS**

**3.1 ARCHITECTURAL**

J. Lindgren presented the report attached as Appendix A.

**3.2 MAINTENANCE**

S. Casorso presented the report. A number of things happened over the summer. There is a new maintenance employee, replacing Wes. Very bad windstorms caused a lot of problems for staff and resources. A full report will be presented at the next meeting.

**3.3 SOCIAL**

D. Nagy presented the report. The committee is well on their way to another very active season. They had a Breakfast on Sunday, November 13<sup>th</sup> with 80 people attending; a Steak Night with 100 people coming up on November 19<sup>th</sup>; and a Thanksgiving Dinner coming up on November 24<sup>th</sup>.

In addition, Monday Coffee, Bingo, Yoga, Crafts, Poker and Karaoke are on the schedule. They are financially in good shape with approximately \$3,500. Recent purchases include new table bases for the card room (\$3,000.00) as well as new karaoke equipment (\$500.00) and pool noodles (\$60.00). A new computer printer will be purchased in the near future.

With regard to the annual Christmas Charities Fund, a goal of \$1,100.00 has been set which hopefully will be funded from the 50/50 draws. The money will go toward three needy families and the Children's Christmas Choir.

#### 3.4 FINANCE

M. Myers presented the report. We are within budget in expenditures to-date. The process has started to prepare the 2012 budget.

#### 3.5 COMMUNICATIONS

No report.

#### 3.6 RECYCLING

S. Birtch presented the report attached as Appendix B

#### 3.7 OPERATIONS

S. Hunley presented the report. Members reviewed the minutes of the last meeting in March. Thank you letters will be sent regarding all the extra work done over the summer.

#### 4.0 PARK MANAGER'S REPORT

S. Hunley noted that this will be a new regular item on the agenda (See New Business 7.1)

#### 5.0 UNFINISHED BUSINESS

##### 5.1 SECURITY/WIRELESS SYSTEMS UPDATE

S. Casorso advised that two towers were installed at the entrance and exit gates with feedback to the Clubhouse for the sensor cameras. Presently waiting for the computer to arrive (today or tomorrow) and expect the initial service to be in use by the end of the month. He thanked all involved in the erection of the poles; it's nice to see everything coming together.

## 5.2 UPDATE REGARDING THE EDISON METER CHANGE OUT

M. Myers noted that it was March before Edison finally got here and when they did, all kinds of bad things happened. After being contacted about the problems and after all was rectified Edison sent a formal apology. Hopefully they will do a better job in the future.

## 5.3 POSSIBLE POOL CONVERSION AND OTHER POOL ISSUES

W. Orriss stated that this item was concerning the feasibility of conversion to salt water in the pool. Quotes came back in excess of \$5,000. which did not include possible piping replacement. More expenses would include aluminum cooler, etc. and over time the salt water would affect the system. The Board decided that there would be no change and the chlorine pool would remain as is.

New testers were purchased and Rudy, our new maintenance person has been brought up to speed regarding pool maintenance. The inspector was in and the pool levels are excellent.

## 5.4 COMMON AREA PARKING

Last year a number of people asked if something could be done with the extra parking spaces in the Park. S. Hunley has checked through all the necessary documents and there are no requirements other than those to meet the number of handicapped spaces to be provided. At this point in time it is left with the Board to decide how many parking spaces are required and there are no plans to change the status quo.

## 5.5 LOT ENCLOSURES

There have been several inquiries regarding putting up lot enclosures. The Rules and Regulations do have stipulations but to simplify things the Board has asked the Architectural Committee to review and report back to the Board at the next meeting.

## 5.6 PROPANE SERVICE

A propane supplier from Parker has been here a few times this year already. The company is willing to come to the Park on alternate Thursdays – a sign up sheet is posted in the Library. The supplier will go to the lot and fill up the propane tank. If responses are positive, the

supplier is willing to come on a weekly basis. Credit cards or cash are the preferred methods of payment.

## 6.0 CORRESPONDENCE

No correspondence received.

## 7.0 NEW BUSINESS

### 7.1 PERSONNEL CHANGES AND MANAGER'S SUMMER REPORT

W. Orriss advised that the Park now has a new maintenance person. The Board dealt with problems encountered with Wes and ultimately had to let him go. The Board was fortunate to have two very well qualified applicants and hired Rudy Rascon. Rudy brings small engine repair and maintenance as well as much experience in lawn maintenance. He is also a farm manager. Welcome to Rudy. He is definitely an asset to Rancho Ventana.

S. Hunley advised that a new section would be added to the monthly Board meetings. Section 4.0 will be the Manager's Report which will keep homeowners apprised of administrative goings on in the Park.

To start things off S. Hunley read a Summer Report prepared by the Park Manager attached as Appendix C.

S. Casorso commented that though Yasika has supervision from the Board, she took a lot of initiative dealing with some very difficult situations this summer and thanked her for a job very well done.

### 7.2 DEVELOPMENT OF A CLARIFICATION DOCUMENT

S. Casorso stated that over the years there have been difficulties with utilities that the Park provides – water, gas and sewer specifically. Services are provided to common pedestals. Some individual lot owners have by-passed the Park's irrigation system to provide their own individual systems. A clarification document is being developed to outline who will be responsible for problems if this is done. It will set out which are the owner's responsibility and which are the Park's responsibility.

The document will also set out the "chain of command". It is the intent that all be able to utilize the resources in the Park but in order for things to run smoothly and keep control of the situation the utilization must be cleared and scheduled through the Park Manager. The document will reflect that any requests must be approved by the Park Manager.

Now that we have a new maintenance employee it will be a good time to assess and change how things are done. Anyone (homeowners, long term resident or renter) who has suggestions is asked to put them in writing, signed, and submit them to the Office so that they may be taken into consideration.

#### 8.0 OPEN FORUM

LOT 158 – G. Nadeau. Asked if the 2 towers would be enough to provide the whole Park with internet and security services. There are currently 3 towers, one at the Clubhouse and one at the entrance and one at the exit gates. One tower is proposed at the east gate (going to the Golf Course) but the Park wanted to establish the band width before installing it.

LOT 195 – J. Forbes. Asked if there will be a charge for the WiFi. That service has already been built into the HOA fees.

#### 9.0 NEXT BOARD MEETING

The next Board of Directors Meeting will be held on Tuesday, December 13<sup>th</sup> at 2:30 p.m.

#### 10.0 ADJOURNMENT

The meeting adjourned at 3:05 p.m.



W. Orriss  
President



Kathy Zidar  
Recorder

"APPENDIX A"  
BOD MTG.  
NOV. 15, 2011

November 15, 2011

Architectural Committee Report

Date	App. #	Lot	Description
9/19/11	115	43	Park model & shed
10/10/11	116	76	Shed & pavers
10/20/11	117	142	Shed & concrete
10/28/11	118	124	Repair & replace siding on park model

Submitted by,

Jim Lindgren

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2

"APPENDIX B"  
BOD MTG.  
NOV. 15, 2011

RECYCLE REPORT TO BOARD OF RANCHO VENTANA

NOVEMBER 15, 2011

STARTED SEASON WITH	\$171.00
FIRST RECYCLE TRIP	\$70.00
SECOND TRIP	\$90.10
TOTAL ON HAND	\$331.10

Have three volunteers to look after cardboard and three volunteers to look after dailey sorting.

Gave out info sheet at breakfast Nov 13 just to remind residents of what recycling is all about. Please just to help us out a little remind friends and anyone you see al recycle places how to do things.

  
Laurel Birch

# **RECYCLING TEAM FOR RANCHO VENTANA RV RESORT**

## **FOR BOARD MEMBERS INFO**

### **REVIEW OF ITEMS PURCHASED FOR THE PARK IN FALL 2010 AND SPRING 2011**

1. HELPED WITH PURCHASE OF NEW TRAILER FROM LAKE HAVASU  
GAS FOR TRIPS (2)  
PAINT FOR TRAILER  
NEW FRONT STAND  
MATERIAL FOR FRONT COVE  
LICENSE PLATE AND FEES
2. CUT GLASS FOR SIGN AT ENTRANCE
3. REPAIRS FOR LIGHT AT BACK GATE
4. PIECES TO INSTALL DOG STANDS
5. ELECTRIC DRILL AND BITS FOR PARK REPAIRS
6. CHRISTMAS WREATH FOR OFFICE AREA
7. TRAILER BALLS & RECEIVER FOR DIFFERENT VEHICLES TO  
HAUL TRAILERS
8. FLOORING AND MATERIALS FOR CARD ROOM
9. NEW GARBAGE CANS
10. PARK BUGGY SEAT RECOVERED
11. ROADWAY CONES FOR PARK
12. CARD TABLE CLOTHS (3)
13. CHAINSAW, GAS CAN, OIL AND FILE
14. HOSES(HEAVY DUTY AND UV PROTECTED 5)FOR PARK
15. PIPE WRENCHES FOR PARK
16. SHOP VICE
17. POKER RUN DONATION
18. WIPER SNIPER, GAS CAN AND OIL
19. VACUUM, EXTRA HOSE AND FILTERS
20. TRIMMING HAND SAW
21. THANK YOU TO SOME HELPERS
22. CHRISTMAS FUND RAISEL ITEM
23. BUNGY CORDS FOR TARPS
24. GARBAGE BAGS
25. PAID TO DUMP GARBAGE TRAILER 2X
26. ADVERTISEMENTS TO SELL TRAILER (PV TIMES)

**It is felt we have done very well and added lots of items to the park**

**Thanks all**



## PARK MANAGER'S SUMMER REPORT - 2011

My summer started out with Wes being let go from Rancho Ventana, but I hired Rudy Rascon to come to work for us. He has a great attitude and loves his job here.

We had a lot of wind this Spring and Summer. The exit gate was broken by the wind; a lot of tumble weed and a lot of the flowers from the fruit trees were blown off.

Rudy and I did all the palm trees except for 46 of them; had to water a lot of the lots by hand or put the sprinklers on manual. We also pruned the citrus out from and did the bougainvillea along the outside fence. We made sure the two water run-off pits by Lot 207 and Lot 60 were clean of debris.

Rudy got a crash course on the grass. Thanks to our families who helped us out. The grass looks great this year. We also washed down all the canopies in the pool area and did the Clubhouse, Card Room, Bathroom and Laundry Room.

We also walked the lots daily to check the homes. When we discovered #60 had been broken into, then #66, #67 and #68. We finally got a look at who was doing the break-ins when he came back to get #70. Rudy scared him off and ran after him on the outside of the wall. I called the police and gave a description of him. Please make sure to write down all of your serial numbers and to engrave on all your electronics (t.v.'s, stereos, etc.)

Thank you for all your support. I'm glad to see Rancho Ventana up and going again.



Yasika Casarez  
Park Manager.  
November 12, 2011