

RANCHO VENTANA
BOARD OF DIRECTORS MEETING
February 21, 2017 at 2:30
Agenda

1. Call to order
 2. Approval of minutes meeting of January 10, 2017
 3. Committee Reports
 - 3.1 Architectural
 - 3.2 Maintenance
 - 3.3 Social
 - 3.4 Finance
 - 3.5 Communications
 - 3.6 Recycling
 4. Park Manager's Report
 5. Correspondence
 - 5.1 Letter from JoAnne Mawhinney
 - 5.2 Letter from Lot 32, Thachyk's.
 6. Unfinished Business
 - 6.1 Road Condition and letter to the City
 7. New Business
 - 7.1 Gate Code
 8. Open Forum for Homeowners
 9. *Next Board Meeting Tuesday, March 14, at 2:30,
 - 10 Adjournment
- AGM Immediately following.

**RANCHO VENTANA RV RESORT
HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS' MEETING
FEBRUARY 21, 2017**

PRESENT: W. Orriss, M. Myers, C. Koehn, S. Casorso, B. Macgregor, P. Handley
(recorder)

1.0 CALL TO ORDER

W. Orriss called the meeting to order at 2:30pm. There were approximately 47 people in attendance.

2.0 MINUTES OF THE BOARD OF DIRECTORS' MEETING

MOTION: 17/02/1

MOVED BY: M. MYERS

SECONDED BY: B. MACGREGOR

THAT THE MINUTES OF THE January 10, 2017 Board of Directors' Meeting be approved as presented.

CARRIED

3.0 COMMITTEE REPORTS

3.1 ARCHITECTURAL

D. Avison advised that 1 park model repaint, 1 paver, 1 golf ball netting, 2 sheds and 1 wind door had been approved this month.

3.2 MAINTENANCE

C. Hughes presented the report attached as Appendix A.

B. Macgregor advised that all water leaks on owner's properties other than the park main lines are the responsibility of the property owner. Should you require assistance from the maintenance crew to repair a leak, you will be billed for any material we use from the park's stock. If the repair is done by Rudy, you will be billed for material and labor.

3.3 SOCIAL

R. Schmidt presented the report attached as Appendix B.

3.4 FINANCE

M. Myers presented the board with a spreadsheet showing comparative income and expense items for 2015 and 2016 along with the budgets for 2016 and 2017. Attached as Appendix C.

He advised that the auditor had reported that the financials for 2015 were in order. The 2016 financials are now with the auditor for their review.

3.5 COMMUNICATION

No report.

3.6 RECYCLING

D. Edwards reported that so far this year 13 trips have been made to the recycling depot resulting in income of \$880. Expenses were for purchase of pavers for \$540. Balance in the account to date \$6,793.

4.0 PARK MANAGER'S REPORT

C. Koehn read the Park Manager's report attached as Appendix D.

5.0 CORRESPONDENCE

5.1 C. Koehn read a letter from Robert Brandon and JoAnne Mawhinney Lot # 180 regarding a defibrillator for the park. Letter attached as Appendix E.
B. Macgregor advised that the board had reviewed the information provided in the letter and they still have a couple of concerns that they will go over with JoAnne and Robert next week.

5.2 C. Koehn read a letter from Carol Thatchyk, Lot # 32 regarding some messy trees in the common areas. Letter attached as Appendix F.
W. Orriss advised that the owners of the lots adjacent to the common areas in question will be asked if they object to the removal of the trees, if their approval is given then the trees will be removed in the summer months.

6.0 UNFINISHED BUSINESS

6.1 Road Condition and letter to the City

C. Koehn read a letter that the board had sent to the City regarding De Frain Avenue and Wells Road. Attached as Appendix G.

7.0 NEW BUSINESS

7.1 Gate Code

Some unwanted visitors had been seen wandering around the park, they had the code to the gate and had let themselves in. At the end of the season the

gate code will be changed, owners will be advised by email of the new code. The clicker will still work.

8.0 OPEN FORUM FOR HOMEOWNERS

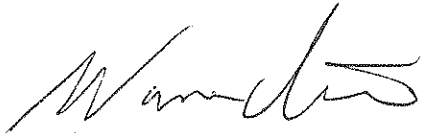
Lot 86, - D. Honeybourne said that he will often walk around the clubhouse area at 9pm and finds that there are lights and/or fans left on in the washrooms. He asked if it would be possible to install auto shut off devices in these areas. The board will look into his suggestion.

9.0 DATE AND TIME OF NEXT MEETING

The next Board of Directors' Meeting is scheduled for March 14, 2017 at 2:30pm.

10.0 ADJOURNMENT

The meeting adjourned at 2:50pm. AGM to follow after a short break.



Warren Orriss
President



Pat Handley
Recorder

APPENDIX A

MAINTENANCE REPORT FEB.21/17

1. Completed patio blocks east end of club house.
2. Changed emergency lights in the office, library, laundry room, and washrooms.
3. Area west parking lot ready for concrete.
4. Electrical redone under canopies.
5. Solarlight now working properly.
6. 2 water breaks repaired, main water supplies.
7. Clean out around water shut off valves.
8. Repair irrigation leaks.
9. Changed main water shut off valve for park,

APPENDIX B

The Social Committee Board Report February 21, 2017

- 1) Upcoming events
Rancho Ventana Day Mar 5
St Patrick's Day Mar 17
- 2) Events Attendance
Soup Night 148
Valentines 143
- 3) Financial statement as of Feb 20 2017 is 4,823.25

APPENDIX C

		2015 Actual	2016 Budget	2016 Actual	2017 Budget
Revenue					
	Laundry	2,378	1,500	20	
	Bank Interest	7,264		6082	5,000
	Maintenance Fees	238,948	238,008	237,632	260,796
	Miscellaneous	9,431	2,500	1858	1,500
	Transfer from Reserve Fund	25,000	25,000	25000	
	Total	283,021	267,008	270572	267,296
Less Transfer to Reserve		-56,953	-43,864	-43420	-43,291
Special Assessments		-737			
Available For Expenses		<u>225,331</u>	<u>223,144</u>	<u>227,152</u>	<u>224,005</u>
Expenses					
	Accounting fees	4,470	3,000	2,800	2,800
	Alarm System	389	300	240	240
	Bank Fees	258		100	
	Cable Television	28,992	28,000	27,500	30,000
	Capital Expense	6,264	5,000	4,254	5,000
	Electricity	15,765	16,000	15,016	15,000
	Equipment	747			
	Gas	10,495	11,000	9,919	10,000
	Insurance - Building & Liability	9,150	10,000	9,722	10,000
	Insurance - Directors Liability	5,009	5,000	3,170	3,200
	Internet Web Page	68		0	
	Janitorial & Restrooms	2,799	3,000	1,848	3,000
	Landscaping	3,919	4,000	4,933	5,000
	Legal Fees	0	1,000	0	0
	Office Supplies	3,124	3,000	3,599	3,000
	Payroll	94,006	89,800	91,959	90,065
	Payroll Workers Compensation	10,286	10,000	9,686	10,000
	Permits	2,892	3,000	1,825	2,000
	Pool & Spa Maintenance	2,413	2,500	2,409	2,500
	Repairs & Maintenance	4,908	4,500	3,662	3,750
	Sewer & Septic Tanks	3,222	3,500	3,820	4,000
	Taxes - Property	179	200	279	300
	Taxes - Income	167	200		500
	Telephone / Internet	3,065	3,000	3,822	4,600
	Trash Removal	7,993	8,000	6,681	7,000
	Travel Expense	0	0	20	
	City Water	8,691	9,000	10,309	10,500
	Drinking Water	2207		1413	1,500
	Total	203397	223,000	218,986	223,955

APPENDIX D

Managers Report

January 21, 2017

Now that it is getting a warmer and a lot of swimmers are using the pool, please use the mop in the bathrooms and clean up all water on bathroom floors. Please rinse out and wring out mop and place in bucket pole side down to let dry.

I am still getting complaints about the golf carts going out the entrance gate. Please use the exit gate to exit the park. Please stop and look both ways when you exit the Park, and slow down as we will be getting a lot of grandchildren for spring break ...

If you do have renters or visitors in the park please let us know in the office, they need to register and get the rules in our park.

Please spray your lot for weeds, we have had a lot of rain so the weeds and grass will be growing. Please make arrangements for your Palm Tree to be trimmed this summer in the office on your lot.

The 8840 forms are in the library and you can get them on line and fill them out, if you google 8840 forms you can fill it out and print it.

We now have propane delivery to our Park, they will start on March 2nd and come every other week. I have the sign up sheet in the office.

Yasika
Park Manager

APPENDIX E

4)s

Board Of Directors
Rancho Ventana RV Resort
3410 N. Arrowhead Blvd.
Blythe California
92225

Dear Sirs/Madam,

Thank you for the opportunity to investigate the availability of providing a defibrillator and certified individuals for the people of Rancho Ventana .

Upon investigation we have been informed that it is necessary to have individuals trained and certified in its use. This certification is only available through the Buckskin Fire Department located at 8500 Riverside Drive in Parker Arizona.

Both the City, of Blythe and the County Fire Departments were contacted. Robert Brandon's affiliation with the INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS would have allowed his enrolment with the City of Blythe, however the Chief advised that no personnel are scheduled for certification at this time.

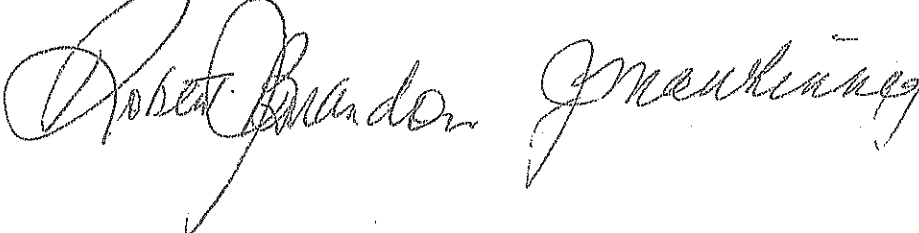
Joe Maxwell is the certified trainer at the Buckskin Fire Department and may be reached at 928-667-3321. The cost for individual certification is \$ 60.00 per person, and includes a First Aide course. Courses are offered the last Friday of each month beginning at 8:30 am. Participants on completion receive certificates from the American Heart Association.

CERTIFICATION IS REQUIRED EVERY 2 YEARS

It is therefore our recommendation that 4 individuals from the park, preferably with prior medical training or certifications, take this course. It is also recommended that the board cover all costs associated with these individuals enrolments and certifications. Mr. Maxwell has not been approached, and perhaps he would be willing to attend at Rancho Ventana for a set fee and offer the certification here.

, Thank you 'for your consideration.

Robert Brand



Yours truly,

on & JoAnne
Mawhinney

APPENDIX F



Rancho Ventana <ranchoventanarv@gmail.com>

Tree removal request

2 messages

Carol Thachyk <billcar32@yahoo.com>

To: ranchoventanarv@gmail.com

Wed, Feb 15, 2017 at 3:00 PM

The Board of Directors
Rancho Ventana Rv

We would like ask the Board of Directors to consider having the two M-squite trees adjacent blots 144 and 145 removed. These trees were planted by former owners of these two lots on common area property. The trees are very messy and take our maintenance person many hours of labor blowing and removing droppings.

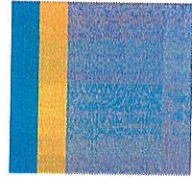
These trees constantly totally plug our gutters and downspouts even tho we installed an extra downspout larger than supplied, causing water to back up our awning letting it leak against the house.

Thank you for your consideration,

Bill and Carol Thachyk
Lot 32

APPENDIX G

5)
Rancho Ventana RV Resort,
3410 Arrowhead Blvd., Blythe Ca. 92225
706-921-3600
Ranchoventanarv@gmail.com



February 17, 2017

Mr. Deconinck,
Blythe City Hall
235 N. Broadway

Dear Mr. Deconinck,

We, the Residents of Rancho Ventana RV Resort, are concerned about the condition of DeFrain Ave. and Wells Rd. There have been many, large potholes and cracks which impede the safe flow of traffic.

We thank the City of Blythe for the recent pot hole patching. We notice that there has been some achlal road paving in our area, and wonder if DeFrain to Wells Road might be put on a repaving Program

We realize in this time of fiscal restraint this might not happen overnight.

Thank-you for your consideration.

Sincerely,

Rancho Ventana Board of Directors.

Warren Orriss, President

