

RIVA CHASE BOARD MINUTES

April 12, 2017

The meeting was called to order by the President, Joy Lawrance.

In attendance were:

John Carpenter

Joy Lawrance

Ann Nutt

Barbara Oakley

Michael Oakley

Charlene Polino

Gary Sohrweid

Guests: Jenny Bernard, Yvette Green, Chris Rodgers & Craig Weinberg

**Minutes:** The minutes were approved as written. They will be posted on the Riva Chase website.

**Treasurer's Report:** John Carpenter presented a 2017 balance sheet and a 2017 profit and loss statement dated 4/12/17. The 2017 budget projects income of \$16,650 and expenses of \$21,160, for a loss of \$4,510.

There are six Riva Chase homeowners with dues outstanding and payable to the HOA.

**ACC Report:** The ACC shared a page from the Residential Rules and Regulations revised during December of 2015.

The ACC proposed that new bollards be added to Eastwood Drive, however, FHMD does not have the item budgeted in 2017. The ACC requested that HOA funds be used. The current bid from Evergreen signs is \$3489 (to increase if hard rock is encountered while augering holes). John Carpenter made a motion that HOA funds be used to pay for the Eastwood Drive bollards. Gary Sohrweid seconded the motion and the HOA Board passed the motion to use HOA funds for the bollards.

**Old Business:** Two venues were discussed as possibilities for the HOA sponsored event during the first quarter of 2018, Racca's and Fossil Trace. The date will be finalized, pending the decision on the venue.

The owners of Racca's are willing to attend a Riva Chase Board Meeting to meet the Board and discuss the option.

Post Meeting Note: A severe hail storm damaged Racca's on 5/8/17, so it is temporarily closed.

Fossil Trace can accommodate 150 people. They use Biscuits and Berries to cater. Joy will request a per person written bid.

John Carpenter reported that he will meet with a contractor to get a bid for the trail renovation from Springflower to the trout pond.

**New Business:** Ann Nutt and Gary Sohrweid installed blinds in the guardhouse without FHMD approval. Since the FHMD are concerned about liability, the FHMD changed the access code. Mike Oakley, the new FHMD Chair, will work with the FHMD to discuss HOA storage (previously at the guardhouse).

Winston Nutt, with the help of Gary Sohrweid, made arrangements for clean-up day on 6/3/17. Gary Sohrweid will oversee running chippers, roll offs and the annual picnic. The HOA expressed their gratitude to both for coordinating these efforts.

FHMD will arrange for street sweeping to follow clean-up day.

Regarding changing the covenants to accommodate gas fire pits, Joy Lawrance explained that it is a legal process that is time consuming and expensive because the covenants are legally binding. Colorado requires 67% of homeowners to approve the change via mailed ballots. The process requires that a committee be formed to write the proposed changes and submit them to the HOA Board and legal counsel. If approved, the legal counsel will re-write the covenants and submit them to homeowners for a vote.

The annual meeting is on 6/21/17. Nominations for the HOA Board must be submitted prior to the meeting and votes will be collected up through the meeting.

The HOA Board supports reprinting the Riva Chase Directory and needs a volunteer to oversee the process.

The HOA Board requests a volunteer to publish a monthly Riva Chase newsletter.

## RIVA CHASE BOARD MINUTES

February 1, 2017

The meeting was called to order by the President, Joy Lawrance.

In attendance were:

Joe Carpenter

John Carpenter

Joy Lawrance

Ann Nutt

Barbara Oakley

Charlene Polino

Gary Sorweid

Guests: Yvette Green & Nancy Sorweid

**Minutes:** The minutes were approved as read.

**Treasurer's Report:** John Carpenter presented a draft 2016 balance sheet, 2016 profit and loss statement & 2017 budget, all dated 1/28/17. The Board provided input and John incorporate it. The Board expressed gratitude to John for managing the 2016 financials and projecting the 2017 budget.

**ACC Report:** Ann followed up on the cones used by a single residence and they agreed to stop using them. Ann will prepare a monthly blast from the ACC to support Riva Chase Covenants and Residential Rules & Regulations. It was issued on 2/13/17.

A request was made to include in the monthly blast: who to notify if residents witness damage to Riva Chase, for example, when someone hits the gate. Also, what to do if solicitors approach your house. (Pending)

An inquiry was made about the roof materials allowed/used in Riva Chase. Ann will follow-up to identify the approved materials used recently. (Pending)

**Welcome Committee:** Barbara Oakley provided an update of her efforts to welcome new residents and asked that the Board notify her when they become aware of new listings/neighbors.

**Old Business:** The Board discussed the Mount Vernon Country Club event on 1/28/17 and associated costs. It was decided that due to low turnout, the event will be changed next year from a sit down dinner on Saturday night to a cocktail party on a Friday night. Two alternate venues were discussed as possibilities, Fossil Trace and Racca's. The date has not been finalized, pending the decision on the venue, however, later in the first quarter was suggested.

Charlene Polino volunteered to discuss the option with the owners of Racca's, who are Riva Chase residents. They are preliminarily interested in hosting the event. They are willing to attend a Riva Chase Board Meeting to meet the Board and discuss the option, if the Board is interested in moving forward.

**New Business:** Ann Nutt announced that she and Gary Sorweid will be adding blinds to the back of the gatehouse to increase the storage area available.

A discussion about maintaining a current Riva Chase directory (website based) or printing an updated one was tabled so that both options can be explored further. (Pending)

Joe Carpenter volunteered to contact Rhonda about fixing the damaged back gate. (Pending)

RIVA CHASE BOARD MINUTES

DECEMBER 9, 2016

The meeting was called to order by the President, Joy Lawrance.

In attendance were:

Joy Lawrance

Ann Nutt

Barbara Oakley

Charlene Polino

Gary Sorweid

Guests: Peter Green & Nancy Sorweid

**Minutes:** The minutes were approved. Joy asked that all comments on the minutes be provided prior to them being finalized.

**Treasurer's Report:** A balance sheet dated 12-7-16 reflected \$49,976.67 in assets and liabilities, while the 2017 HOA Budget reflected a negative net income of \$5345.00.

Gary Sorweid will be submitting \$106 in receipts from the 11-26-16 holiday decorating event. The HOA Board thanked Gary for coordinating the decorating of the guard house and gates.

**ACC Report:** (1) Ann Nutt shared a request by a single household to change the Alpine Trash pick-up schedule and to allow garbage to be put out one day in advance of pick-up.

Ann Nutt will call Alpine Waste to ask whether they can start pick-up in Riva Chase 30-60 minutes later, however, to minimize how long the trash stays at the street, the HOA Board will not pursue a change if the pick-up will be more than one hour later.

The HOA Board remains opposed to putting trash out prior to Wednesday morning due to wind and wildlife, as well as to maintain compliance with Riva Chase documents.

(2) A single homeowner uses orange cones at the end of their driveway on Forest Hills Drive. The neighbors would like them removed, however, the homeowner says they were given permission in 2013 to use the cones. Ann will follow-up with FHMD.

**FHMD:** John Carpenter provided FHMD with some additional suggestions for a trail contractor to build the path from Springflower Drive to the trout pond.. FHMD is managing the process, including contractor bidding and scheduling.

Harold Lacy oversaw getting the growth around the pond cleaned up by Shulhoff. The HOA Board appreciates Harold's efforts.

The rock garden on Forest Hills Drive was cleaned by Chris of FHMD.

**Welcome Committee:** Keeping an updated hard copy of the Riva Chase Directory for distribution to new homeowners is a challenge due to ongoing changes. The HOA Board is complying with a statute that requires written permission from new homeowners to publish their personal information. Barbara

RIVA CHASE HOA BOARD MINUTES

SEPTEMBER 28, 2016

The meeting was called to order by the President, Joy Lawrance.

In attendance were:

Joy Lawrance

Ann Nutt

John Carpenter

Gary Sorweid

Charlene Polino

Joe Carpenter

Brian Urtel

**Minutes:** The minutes of the last meeting were approved with a minor clarification following a motion by Ann Nutt and a second by John Carpenter. John Carpenter clarified that the trail from Springflower goes to the trout pond.

**New Board Member:** At Large Board Member, Joe Carpenter, was welcomed as the fifth Board Member to replace Ron Kordof, who is moving out of Riva Chase.

**Treasurer's Report:** John Carpenter handed out a balance sheet dated 8-10-16 reflecting \$53,421.31 in assets and liabilities, as well as a proposed 2016-2017 HOA budget projecting a net income is \$1155.

**ACC Report:** Ann Nutt reported that new homeowners have been very cooperative.

Ann Nutt proposed doing a "blast" on (1) the importance of leashing dogs and (2) the requirement for a maximum of one car left in the driveway. The HOA Board supports this effort.

A discussion of the increasing density on Sleepy Hollow raised the question of minimum lot and house size requirements in Riva Chase. Joy Lawrance explained that there is a house size requirement. HOA Board approval is not required for a new lot, however, a Jeffco rezone and Forest Hills water tap are required.

*Post Meeting Note from Ann Nutt: The estate lots must be one acre or more and the house size no less than 2,000 square feet on the main floor and 3,500 sq. ft. total.*

*The village lots are less than one acre and the house size of no less than 1600 sq. ft. on the main floor and 2,350 sq. ft. total.*

*Square footage is exclusive of garage, basement and other subsurface areas. (Covenants: p.27 and 28, article 7).*

**FHMD:** Brian Urtel reported that the back gate is repaired. An outside contractor, who is believed to have caused the damage, paid for the welding and FHMD painted it.

An FHMD update on the fire started at the pond was requested, however, Brian Urtel could not share new information due to FHMD executive session with their lawyer resulting in attorney/client privilege. The father of one of the accused attended the FHMD meeting. FHMD must ask the county to prosecute to protect them from liability when a crime is recorded.

John Carpenter attended an FHMD meeting to express his appreciation for FHMD efforts to date and concerns about FHMD pending projects. Brian Urtel thanked John for his attendance at the FHMD meeting. Three of the last four major requests have now been completed. Harold Lacy talked to two government agencies about the fourth request.

FHMD will be preparing their budget during the first week of October.

**Old Business:**

(A) Chili Cookoff - Gary Sorweid reported on the great turnout and overall success of the chili cookoff held 9-17-16. It cost the HOA \$810 (including a \$300 donation to the Foothills Fire Department). Brian of the Foothills Fire Department was very grateful for the total donation of \$989 from Riva Chase. The HOA Board thanked Gary for doing an outstanding job with the event.

(B) Projects - John Carpenter reported that the new outlet is scheduled for next week, the concrete repair is ongoing, there is support for refreshing the rock garden on Forest Hills (inside the gate) & a \$7200 bollards bid was received & is being reviewed by Will Rantz at FHMD.

(C) Speed Monitor Signs - There was no update available on the speed monitors. Brian Urtel has the software & will pursue it as part of Ron Kordof's transition off the Board.

**New Business:**

Projects: Add a "No Solicitation" sign at the entrance, clean-up the upper/back gate area (off Genesee Ridge Road) & add Russian sage, and replace the lights at the front gate/put LEDs at the guard house. FHMD is working to light the Riva Chase sign at the entrance.

At the request of Brian Urtel, the HOA Board approved a one year minimum rental requirement for Riva Chase residences. The motion was made by Ann Nutt, approved by John Carpenter and passed by the Board.

The Riva Reader is suspended because its author, Roz Birkelo, no longer has time to produce it. The HOA Board expressed gratitude for the effort & quality of the work done on the Riva Reader by Roz.

**Event:** Decorate the guard house is scheduled for 11/26, the Saturday after Thanksgiving. All volunteers are welcome.

**Next Meeting:** December 7, 2016. The meeting was adjourned by President, Joy Lawrance.

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# RIVA CHASE HOA BOARD MINUTES AUGUST 10, 2016

The meeting was called to order by the President, Joy Lawrance.

**In attendance were:**

Joy Lawrance

Ann Nutt

John Carpenter

Ron Kordof

Charlene Polino

Barbara Oakley

Harold Lacy

Kent Oehm

Brian Urtel

**Minutes:** The minutes of the last meeting were approved by the Board following a motion by John Carpenter and second by Ann Nutt.

**Treasurer's Report:** John Carpenter handed out a balance sheet dated 8/10/16. John estimated that there is a potential increase of \$2000 in Riva Chase revenue in 2017 due to charges for new home documents provided by the HOA. Most new home document requests will incur a charge of \$100, however, those with short notice will incur a charge of \$250.

**ACC Report:** Ann reported on the increasing number of rentals/leases in Riva Chase. The Board is opposed to allowing repeated, short-term rentals of a single property. John Carpenter made a motion to limit rentals/leases in Riva Chase to those with a one-year minimum (within the bounds of HOA covenants and the ACC). Ron Kordof seconded the motion and the Board approved it.



#### Using HOA Funds for Riva Chase Improvement Projects

The pond near the entry/gate house area needs maintenance. Harold Lacy reported that Schulhoff Tree & Lawn Care looked at the overgrown willows and pine trees. The lower limbs need to be trimmed & the entry needs beautification. Harold Lacy volunteered to supervise the project. Harold will contact the FHMD Property Manager, Will, to keep him informed.

Ron Kordof made a motion to approve the use of HOA funds for this project for a cost of up to \$1000. John Carpenter seconded the motion. The Board passed the motion.

John Carpenter requested a trail upgrade for the trail between Springflower & [the basketball court/Hill and Dale.] Correction: trout pond. He will talk to Will regarding the federal grant FHMD received for fire mitigation & flood restoration. Brian Urtel offered to provide a written copy of the FHMD grant plan to John Carpenter.

Forest Hills "Rock Garden" improvement was requested by Joy. It is the area to the left of the main entry that was maintained by Pif when he was a Riva Chase resident. Joy will obtain the cost to clean it up and submit it to the HOA Board for consideration.

Charlene requested that a sign be posted at the Eastwood gate indicating entry is for residents only. The sign will direct others to the main gate. Brian Urtel will ask FHMD to provide the sign. Brian will provide information to Charlene on how to contact google maps to alert them to correct navigation to avoid this gate.

Kent Oehm reported that the posts with no signs be removed from the main gate area. He also reported that the broken Mexican tiles & pothole will be repaired before winter. A surface coat will be applied at the entrance (seal coated from the road to the gate).

**Event:** The Chili Cookoff is scheduled for 9/17 at 4:30.

**Next Meeting:** 10/5/16.

The meeting was adjourned by President, Joy Lawrance.

Riva Chase HOA Board Meeting  
April 6, 2016

In Attendance:

Joy Lawrance  
Gary Sohrweid  
Ron Kordof  
Ann Nutt  
Brian Urtel  
Duaine Fike

The meeting was called to order by Joy Lawrance, President.

Deb Carney from C.A.R.E. (Canyon Area Residents for the Environment) was introduced and spoke to the group as to the purpose and activities of the organization. The Board approved the \$100 fee to join C.A.R.E. It was suggested that Board members alternate with FHMD members in attendance of C.A.R.E. meetings.

Minutes: The minutes were passed out to board members and approved as written.

Treasurer: John Carpenter was absent due to an emergency in his family. Ann Nutt, ACC, reported that the ACC had a \$6,000 check for deposit to cover the trash, security and landscaping refundable fee from the contractor of the house under construction at 22503 Anasazi Way.

ACC: A copy of a blast to be sent to homeowners was passed out. Discussion was held concerning issues pertaining to home repairs. Fire Pits were also discussed and found to be in violation of the Covenants, p.28. Sending the blast was approved by board members.

Welcome Committee: It was announced that Ted Laves had set up a Facebook Page for the community. Further details would follow in the absence of the committee chairman, Barbara Oakley.

FHMD: Brian Urtel announced that Tom Napp was presently the president of the board. It was also reported that all pumps were now working and the cost of sanding roads and cutting grass along the streets was being kept under control.

Old Business: The Community Dinner of 2015 was discussed and it was decided by the board that the event would take place on January 28<sup>th</sup>, 2017 with cost of dinner remaining the same. It was also decided that we would reserve the Aspen Room at Mt. Vernon Country Club.

**New Business:** Discussion was held on the various activities of Clean Up Day to be held on June 4<sup>th</sup>. Winston Nutt and Gary Sohrweid will handle the volunteers and arrange for the trucks needed. Betsy Christensen and John Carpenter are to be contacted regarding the picnic that follows.

**Next Board Meeting:** June 1, 2016

**HOA Annual Meeting:** June 22, 2016 at the Nutt residence.

**Meeting was adjourned at 5:45 p.m. by Joy Lawrance, President**

HOA Board Meeting

June 1, 2016

Meeting was called to order by Joy Lawrance, President.

In attendance:

Joy Lawrance

Gary Sohrweid

Ron Kordof

John Carpenter

Ann Nutt

Brian Urtel

Minutes: Minutes were passed out, read by board members and approved.

Treasurer: John Carpenter reported that all dues had been paid.

ACC: Discussion was held on the following:

Fire pits were not allowed according to interpretation of the Covenants from our attorney, Scott Albertson.

Striping of Eastwood Dr.: it was moved, seconded and approved by all members of the board to fund the striping of Eastwood according to the bid received from Foothills Paving for \$585.

FHMD: Brian Urtel discussed issues of:

Cementing holes in road on Forest Hills Dr. Waste water

Meters on wells

Water leaks

Will Raaz would be contacted about the installation of bollards along Eastwood Dr.

Clean Up Day: Winston Nutt gave a brief outline of the events

scheduled for clean up day. It was discussed and

approved that the HOA would pick up FHMD clippings and pay for the total cost of the expenses.

Riva Chase HOA Board Meeting  
February 3, 2016

Meeting was called to order by the President, Joy Lawrance.

In attendance:

Joy Lawrance  
Ron Kordof  
Gary Sohrweid  
Ann Nutt  
Barbara Oakley  
Brian Urtel  
Roz Birkelo

Minutes: the minutes from the last meeting were approved thru e-mail.

Treasurer's Report: In John Carpenter's absence, Ann Nutt presented the board with the bill from FHMD for the painting of the Guard House.

ACC Report: The ACC discussed the preliminary plans for the new construction at 22503 Anasazi Way. The check for the architectural fee was submitted to the treasurer.

Welcome Committee: Barbara Oakley gave an update to the delivery of baskets to new residence and suggested a gathering for new homeowners. Also discussed was the community getting involved with Facebook.

FHMD: Brian Urtel and Roz Birkelo represented the committee and discussed the new gate clickers, new pump

to be installed and improvement of the trails in the community.

Old Business:

Discussion was held on the Community Dinner. Further discussion will take place at the next board meeting.

Ron Kordof discussed the purchase of the 5 Solar Panels that had been approved previously. The bollards were also discussed and would be installed when weather permits along with the installation of 4 speed signs along Forrest Hills Dr., Anasazi Way and Eastwood Dr.

Directories: The new directories were delivered to residents. Extras will be available for new homeowners upon request.

New Business:

C.A.R.E. was discussed and further discussion will be held on the HOA joining the organization at the next meeting on April 6.

Status letters: As providing title companies with their urgent requests has become a problem with the board members who provide the information, the Board approved charging a fee for the service provided by the board. The fees are as follow:

\$250 for requests made within a seven (7) day period.

\$100 for requests made more than seven (7) days in advance.

Joy will send a notice of these charges to be listed on the community web site.

## MINUTES – HOA BOARD MEETING OCT. 15 2015

### Riva Chase Board Meeting

John did not make it so no treasurers report for the meeting.

#### ACC report

Outstanding bill for legal fee to be sent to homeowner. Fee will be added per month if not paid in full.

Homeowner issue discussed and will send letter to harassing homeowner and ask that he stop.

New Homeowner - no new updates.

FHMD - suggestions on ways to improve the community. Tabled until next meeting.

#### Old business:

Letter went out to homeowners regarding renters. Board needs renter information for owners.

Chili Cook Off \$375 donated to fire department. Talk of starting later in the afternoon for next year.

#### New Business

Start taking deposits in November for January party.

Next board meeting January 21st.

Kathy Harms

Riva Chase HOA Board Meeting  
September 23, 2015

The meeting was called to order by the President, Joy Lawrance.

In attendance were:

Joy Lawrance  
John Carpenter  
Ron Kordof  
Ann Nutt  
Gary Sohrweid  
Barbara Oakley  
Brian Urtel

Minutes: the minutes from the last meeting were approved by board members via email.

Treasurer's Report: John Carpenter talked about the Chili Cook Off, and with the price money and donations to the fire department, the cost came to \$840. He also gave out an updated budget and talked about the balance sheet. Also, it was reported that Kristin Iwan, at 22856 Solitude Lane had paid partially on her HOs dues but nothing towards the legal expense she owes the HOA.

ACC Report: The ACC reported on the Cloudts home being completed and had received ACC approval, suggested that any extra money left from installing posts along the curves on Eastwood be put towards painting the Guard House. It was moved and approved that the Guard House would be painted if money remained.



Welcome Committee: Barbara Oakley explained what was included in the new homeowners gift basket and the cost. It was moved and approved to allot \$40 for the baskets.

FHMD: There was no representative from FHMD.

Old Business:

Directory Printing: It was reported by Joy Lawrance that the directory was ready to be printed.

Speed Monitors: Ron Kordof reported that the monitors had been ordered and new posts would be needed unless we mount the monitors on the existing signs. It was moved and approved that we would order the additional mounts for the monitors as were needed.

New Business:

Funds to FHMD: Discussion was held regarding the previously approved \$5,000 from the HOA Budget to be spent towards projects requested by FHMD. A motion to use the \$5,000 to install posts along curbs on Eastwood Drive and the remainder towards painting the guard house was seconded and approved by the Board.

The meeting was adjourned at 6:00 pm.

## **HOA Annual Meeting**

**June 24, 2015**

The meeting was called to order by the President, Joy Lawrance. In attendance were the following:

Bob Lawrance  
Joy Lawrance  
Ron Kordof  
Marti Kordof  
Gary Sohrweid  
Barbara Oakley  
Renee Kirlin  
Roger Kirlin  
Steve Iskalis  
Jeff Radcliff  
Duaine Fike  
Chase Hannecke  
Sara Hannecke  
Mahesh Jha  
Mindy Kemple  
John Carpenter  
Cheryl Shaw

**Treasurer Report:** John Carpenter handed out the balance sheet as of June 24, 2015. Discussion was held on the community dinner and landscaping projects.

**ACC Report:** Ann Nutt reported on the completion of the new home on Sleepy Hollow and asked homeowners for their help in the enforcement of the Covenants.

**Forest Hills Report:** No representative was present. Steve Iskalis accepted the request for being the liaison between the HOA and FHMD.

**Welcome Committee:** Kathy Harms has resigned from the committee. Sara Hannecke volunteered to help and suggested some various means of contact for communication among homeowners in the community.

**Old Business:**

**Clean Up Day:** A report of a successful clean up day was given by Winston Nutt and Gary Sohrweid.

Dates for coming events were announced. The next being the Chili Cook Off on Oct. 7<sup>th</sup>.

**New Business:**

**Traffic Problems:** Methods of making the streets in the community safer was discussed. Further action will be discussed by the Board at the next meeting in August.

**Community Directory:** The new laws governing HOA directories was discussed. It was announced that letters would be sent to homeowners in an attempt to gather the information/signatures needed to publish a new directory.

**Election of Directors:** Nominees for directors for the coming year were announced. A vote was taken by the attending homeowners and the residing directors were elected to serve another year.

The meeting was called to a close by the President.

Riva Chase HOA Board Meeting  
Jan. 23, 2015

The meeting was called to order by President Joy Lawrence.

In attendance were:

Joy Lawrence  
John Carpenter  
Gary Sohrweid  
Ann Nutt

Minutes from the last meeting of Oct 15. were passed out and approved.

Treasurer Report: John Carpenter passed out a copy of the updated budget from last year and the new budget for 2015 which will be discussed at the next meeting in March.

ACC: Ann Nutt gave an update on the new construction on Sleepy Hollow.

Welcome Committee: Chairperson, Kathy Harms, was absent. No report was given.

FHMD: Not represented.

Old Business:

Discussion was held concerning projects in the community in which the HOA would consider sponsoring such as repairs to the trails and striping Eastwood Drive. Estimates for the work on the projects would be presented and discussed at the next meeting.

New Business:

Directories: Discussion was held on the new directory that is ready for publication. A cost of \$1800 was approved for 140 (8 ½ X 11) copies. It was moved and approved to have 200 copies printed with the charge of \$10 each for homeowners who may want an extra copy.

Community Dinner (January 31): Discussion was held as to why the low number of signed up attendance. Further discussion would be held at the next Board meeting in March.

Dates for Yearly Events and Board Meetings:

March 4: Board meeting

May 6: Board meeting

June 6: Clean Up Day and Picnic

June 17: Homeowners annual meeting (7:00pm)

August 5: Board meeting

Sept. 19: Chili Cook Off (4:30 pm)

Oct. 7: Board meeting

Nov. 28: Guard House Decorating

Dec.2: Board Meeting

It was moved and approved to adjourn the meeting.

HOA Board Meeting  
August 28, 2014

The Board meeting was called to order by the President, Joy Lawrance on August 28<sup>th</sup> at 4:00 pm.

In attendance:

Joy Lawrance, President  
Ann Nutt, VP and ACC Chairman  
Gary Sohrweid, VP  
Ron Kordof, VP  
Ted Lavas, FHMD

Minutes were taken by Ann Nutt due to the absence of the acting secretary.

Minutes: Reading of the minutes from the last meeting was suspended.

Treasurer: In John Carpenter's absence, a copy of the balance sheet was submitted to the attending members of the Board. No discussion was held.

ACC: Ann Nutt asked that the issue of Krista Iwan's legal bill due the HOA be turned over to legal counsel. A motion was made, seconded and approved.

Welcoming Committee: No report in Kathy Harms absence.

Forest Hills Metro District: Ted Lavas gave the Board the latest news involving the community and FHMD.

**Old Business**

Election of Officers: Motion was made, seconded and approved that the newly elected directors keep the same office as they held previously.

Riva Chase Directory: It was decided to table discussion on updating the directory until John Carpenter can advise the Board of its progress.

**New Business:**

Chili Cook Off: Gary gave the report for the committee concerning food and prizes connected with the event on September 20<sup>th</sup>.

**Schedule of future events:**

- \* Next Board Meeting: Wednesday, October 15<sup>th</sup> at 4:00 pm
- \* Decoration of Guard House: November 29<sup>th</sup>
- \* 2015 Board Meeting: January 21<sup>st</sup> at which time the schedule for events of 2015 would be decided.
- \* Community dinner at Mt. Vernon Country Club: Saturday, January 31

It was moved, seconded and approved that the meeting be adjourned.

## 6/25/2014 Annual HOA Meeting

### Present

Joy Lawrence  
Ann Nutt  
Ron Kordof  
John Carpenter

### Jefferson County Sheriff John Spaw

Talked about vacation checks and they do not mind doing this for homeowners. Will check it everyday at least once. You should stop deliveries during this time. Call dispatch to implement 303-277-0211.

Talked about the Jeffco 5.

2013 Minutes reviewed and approved.

John covered the Treasures report and 2014 Budget. Talked a little bit about the Annual Holiday party at Mt Vernon. Also talked about the Fire Mitigation on the budget.

ACC report from Ann. Covered the position and how she was appointed by the board. The ACC sends out emails and mail regarding convents.

Welcome committee discussed new homeowners in the area.

Ron covered the difference between Forest Hills and the HOA. Covered the website and where to get information regarding the community. Also talked about the Riva Reader.

Ron covered the Clean Up day report for 2014 on behalf of Winston.

### New Business

Sending out a letter to all Homeowners regarding Homeowners versus Renters. The HOA will need to be notified if you rent your home.

Chili Cook-off September 20th.

Guard House decorating will take place November 29th and everyone is welcome to help.

Election of Officers - any nominations?

A motion was made to continue with the current board and they have been elected for another term.

One homeowner asked that we look at the website to make it easier for people looking at buying in the community.

Meeting adjourned at 8:30

Submitted: Kathy Harms



HOA Board Meeting  
January 8, 2014

The Board meeting was called to order by the President, Joy Lawrance on January 8 at 4:00 pm.

In attendance:

Joy Lawrance, President  
John Carpenter, Treasurer  
Ann Nutt, VP and ACC Chairman  
Gary Sohrweid, VP  
Ron Kordof, VP by satellite  
Kathy Harms, Welcome Committee Chairman  
John Klinowski, FHMD Rep  
Steve Barnes  
Barbara Oakley  
Bernard Mullins

Minutes were taken by Ann Nutt due to the absence of the acting secretary, Roz Birkelo.

Minutes from the last meeting were not available.

Treasurer: John Carpenter stated that invoices for dues for the year 1214 would be sent out this weekend and payment due by February 15. Late charges of \$5.00 a month would start as of February 25<sup>th</sup> and continue to March 15<sup>th</sup>. The annual dues is \$95 for the year 2014.

ACC: Ann Nutt commented that the only problem lately is with some homeowners putting garbage out prior to pick up day on Wednesday mornings. She also reported that there has been no new development for the property on Sleepy Hollow.

Welcoming Committee: Kathy Harms reported that new homeowners had been called on minus the latest one.

Forest Hills: John Klinowski reported that the pipe line between Genesee and Riva Chase was the main issue with FHMD. There was no discussion of the issue.

**New Business:**

Community Dinner: Gary Sohrweid discussed the decorations for the dinner and the number of homeowners that were currently signed up. Deadline for signing up for the dinner was January 24<sup>th</sup>. It was decided that there would be a sign-in book in order to know who attended the dinner and name tags would be available at the front entrance. Charging for next years dinner was discussed and tabled until the next Board meeting in March.

Dates set for meetings and events for the new year of 2014:

March 12<sup>th</sup>: Board Meeting

May 14: Board Meeting

June 7<sup>th</sup>: Clean Up Day

June 25<sup>th</sup>: Annual HOA Elections

September 20<sup>th</sup>: Chili Cook Off

November 29<sup>th</sup>: Guard House Decorating

As there was no further business, the meeting was called to a close by the President, Joy Lawrance.

## **Minutes from Board Meeting July 17, 2013**

The HOA Board was called to order by the President, Joy Lawrence.

Present at the meeting were:

Joy Lawrence  
John Carpenter  
Gary Sohrweid  
Ron Kordof  
John Klinowski  
Ann Nutt  
Jane Kirby  
Nick Kirby

Minutes: The reading of minutes was dismissed as they were printed in the current Riva Reader. The minutes were approved as written.

Treasury Report: John Carpenter reported that all HOA dues had been collected minus one homeowner: that most homeowners were paying early and quickly: most bills for Clean Up Day and the HOA annual homeowners meeting had been paid. Balance sheets were passed out and it was noted that the \$6500 deposits from the home on Chippewa should be put in an escrow account.

ACC Report: Ann Nutt reported that there was no recent action on the proposed construction on the lot on Sleepy Hollow: that problems being addressed by the Committee were minor and being corrected and explained the procedure the Committee takes when violations are not corrected.

Welcome Committee: In the absence of Kathy Harms, Joy announced that there were two new homeowners in the community and that Kathy would be calling on them.

FHMD: John Klinowski reported that the Board was working with Genesee on a pipe line to carry water from Genesee into Riva Chase in case of fire and water was needed in our community. It was moved by John Carpenter and seconded by Ann Nutt that the HOA give verbal support to FHMD on the proposed project. The motion was passed. It was mentioned that this joint venture might reduce fire insurance for Riva Chase homeowners.

It was also reported that a maintenance person was hired by FHMD to work once a week for five hours to maintain the property around the community. Repairs to Eastwood Dr. were discussed but due to cost, it has been delayed. The gate would be repaired after the road work was complete.

## **OLD BUSINESS:**

Clickers: Gary Sohrweid reported that he had requests for gate clickers but they were distributed by FHMD.

Clean Up Day Expenses: Winston Nutt reported that the approximate cost of Clean Up day was between \$3,000 and \$4,000 dollars which included the cost of the picnic. It was also mentioned that FHMD owed the HOA for their part of the clean up expenses.

Fire Mitigation: It was proposed that we have another tree clearing in mid Sept. that would include the removal of trees but no picnic included.

Trash Pick Up: Letters were sent out to all homeowners, as well as an internet explanation, as to why the HOA Board moved to change from Waste Management to Alpine for our trash and recycling needs. Alpine will send out letters to the community as to the method of payment for their services.

Website: The joint venture with FHMD and the HOA to establish a website is on hold due to financial problems of the FHMD. It was moved by Ron Kordof and seconded by Gary Sohrweid that the HOA foot the bill for brochures advertising Riva Chase to be available for realtors showing property in the community. The motion passed. Price of brochures would be determined and discussed at the next board meeting.

## **NEW BUSINESS:**

Dues: It was moved, seconded and passed that the annual HOA dues would be raised to \$95 dollars starting January 2014.

Chili Cook Off: Sept. 21<sup>st</sup> was slated for the annual event barring conflict with the fire department.

Board Meeting: The next board meeting was set for September 11, 2013.

**AMEN**

# Riva Chase HOA Annual Meeting

June 19, 2013, 7:00 p.m.

22876 Solitude Lane, Golden, CO 80401

## Officers Present:

Joy Lawrance, President  
John Carpenter, Treasurer  
Gary Sohrweid, 3<sup>rd</sup> Vice President  
Ron Kordof, 2<sup>nd</sup> Vice President  
Ann Nutt, 1<sup>st</sup> Vice President  
Roz Birkelo, Secretary

Called to order 7:10 p.m.

1. Deputy Sheriff Michael Harris spoke and introduced himself to the members. He is the new liaison for Riva Chase and spoke about many services the sheriff department provides.  
Contact: [www.jeffcosheriff.com](http://www.jeffcosheriff.com) / non emergency # is 303-271-0211 (cops)
2. **Prior Minutes** reviewed via email and approved.
3. **Treasurer Report: John Carpenter**  
2013 HOA Dues – all but 2 homeowners have paid in full.  
Balance Sheet submitted.
4. **ACC /** There is a new home being built on Sleepy Hollow Dr. and the new homeowners have been in touch with ACC.
5. **Kathy Harms**  
3 new homeowners, 9 houses for sale, 1 under contract
6. **Forest Hills Metro District: Ted Laves**
  1. Introduced new Management Co. representative, Christina Shea of Blacklock Integrated Services, Inc. / 303.526.4266 (Evergreen Office)
  2. New Punch list of items that need to be addressed is online
  3. Water Restrictions are still in affect (as of May 1, 2013)
  4. FHMD is not the same as ACC... FHMD is responsible for road damage, easements, water and sewer, and erosion
  5. Water & Sewer lines are being clogged by paper towels thrown away in the toilets. Please make sure these towels are disposed of properly.
  6. Maintenance man will be in the neighborhood weekly doing various odd jobs for FHMD and Riva Chase.
7. **Clean Up Day – Winston Nutt**  
6 weeks of precutting.  
Clean up day goal is to increase fire mitigation. Great success.  
17% participation in the neighborhood.  
Noted that fire mitigation is a neighborhood problem, not FHMD.  
Noted that we live above the fire line in Riva Chase.

Water tank area was included this year to help protect our water source.  
FHMD split some of the costs for this event.  
Main area of focus is Eastwood Dr. where tree thinning is necessary in order  
to evacuate if fire takes over both sides of the road.

### **New Business**

1. Trash Collection agency changed to Alpine Waste & Recycling  
Takes affect Wednesdays, August 7<sup>th</sup>.  
Individual billing to homeowners on a quarterly basis.  
Recycling will be every other week but will not start until October 2.
2. Proposal to continue Neighborhood Watch Program Accepted.
3. Proposal to participate in National Night Our accepted.
4. Annual Meeting Board of Directors Voted upon.  
No new candidates running. Existing board voted into office unanimously by  
10% of the neighborhood.

**Meeting Adjourned: 8:30 p.m.**

# Riva Chase HOA Regular Meeting

January 16, 2013, 4:10 p.m.

22876 Solitude Lane, Golden, CO 80401

## Officers Present:

Joy Lawrance, President

Ann Nutt, 1<sup>st</sup> Vice President

Gary Sohrweid, 3<sup>rd</sup> Vice President

Ron Kordoff, 2<sup>nd</sup> Vice President

Roz Birkelo, Secretary

1. **Prior Minutes** reviewed via email and approved.
2. **Treasurer Report: Joy Lawrance**  
HOA Dues all but 1 homeowners has paid in full.  
Notice of lien on house for past dues sent to HOA.  
Balance Sheet Summary Submitted
3. **ACC Report: Ann Nutt / Roz Birkelo**  
One approval for a fireplace addition on Chippewa.  
Other than that, all is quiet.
4. **Welcome Committee — Kathy Harms**  
Still quiet.
5. **Forest Hills Metro District: Ted Laves**

New Board member, Roy Roux off of Spring Flower.  
Challenges for 2013.

1. Deteriorating infrastructure
2. Multi-year drought
3. Forest Fires

To address challenges for 2013, budget was passed by FHMD board, which will result in a water rate increase, offset by tax reduction.  
Improvements for 2013 include:

- a. Infrastructure: Street repaving
- b. Infrastructure: Crack filling
- c. Infrastructure: Gate operator replacement
- d. Infrastructure: Replace chlorine system
- e. Infrastructure: Water tank inspection & cleaning
- f. Infrastructure: Jet & video sew system

- g. Infrastructure: New fountain at Forest Hills Gate
- h. Infrastructure: Trail Refurbishment
- i. Water: Replace recirculating water pump
- j. Water: Communications links
- k. Water: Well transducers installed
- l. Fire Preparation: Fire mitigation
- m. Fire Preparation: Add dry hydrant in main pond
- n. Fire Preparation: Pipe to Genesee water and sewer negotiations
- o. Fire Preparation: New pond feasibility study

Also discussed complaints regarding snow plowing. These issues are being addressed and FHMD hopes to work the kinks out.

Buster pump issue – it was wired wrong but is now fixed.

Anasazi & Nakota road repair will be fixed after the winter season.

## 6. Old Business

- a. Feb. 2 dinner / 77 signed up to come so far. Discussed how to get the word out to those residents not on email list.
- b. Gate house decorations a success. Thank you Gary Sohrweid and the other volunteers for a job well done!
- c. FHMD meetings have changed to 2<sup>nd</sup> Wed at 6:00 p.m.
- d. RC HOA meetings are changing because of FHMD, so they will now be on the 1<sup>st</sup> Wed of every other month. The next meeting is March 6<sup>th</sup>.

## 7. New Business

- a. Mock evacuation / tree thinning program discussed with FHMD. Meeting scheduled for Jan. 17, 2013. Ted Laves will attend and report to Homeowners.
- b. Space in Treatment plant to store HOA bins. Will be looked into by FHMD.
- c. Acquired the [www.rivachase.com](http://www.rivachase.com) web address.
- d. Chuck Silverman and Roz Birkelo presented a Marketing and Branding campaign for the Riva Chase community with the intent to position RC as the best community in which to purchase a home. Target audience includes but is not limited to realtors and homebuyers. It is their position that a high impact marketing strategy is necessary to reach new homebuyers and provide an edge over the competition.  
*Motion to move forward on researching a budget for a marketing campaign in RC.*  
Mover: Ron Kordoff. Motion approved unanimously.

**Meeting Adjourned: 5:15 p.m.**



# Riva Chase HOA Regular Meeting

September 12, 2012, 4:10 p.m.

22876 Solitude Lane, Golden, CO 80401

## Officers Present:

Joy Lawrance, President

John Carpenter: Treasurer

Ann Nutt, 1<sup>st</sup> Vice President

Gary Sohrweid, 3<sup>rd</sup> Vice President

Roz Birkelo, Secretary

1. **Prior Minutes** reviewed and approved as corrected. Mover: Ann Nutt
2. **Treasurer Report: John Carpenter**  
HOA Dues all but 1 homeowners has paid in full.  
Balance Sheet Summary Submitted
3. **ACC Report: Ann Nutt**  
Election made and approved via email to have Roz Birkelo appointed to the Architectural Control Committee.
4. **Welcome Committee — No report**
  - a. Side Note: John Carpenter is in the process of creating a new means for updated contact information for the Homeowners to access via the website
5. **Forest Hills Metro District: Ted Laves**
  - a. The District has bids to repair Eastwood gate and hopes to have Board approval at the September 13th FHMD meeting.
  - b. The District has bids on repairing roofs on the gatehouse and Forest Hills Drive sign structures. It hopes to have Board approval at the September 13th FHMD meeting.
  - c. AAA Operations Inc. has been hired to operate the District's Water and Sewer systems. Brian McCreary is the licensed water and sewer operator. Scott Harper will handle repairs and Mike is the new meter reader.
  - d. Forest Hills has a "Maintenance List" which it uses to track and prioritize Riva Chase infrastructure repairs and improvements. Since May, 2012, 98 items – large and small – have been entered on the list and 56 have been closed. The HOA and residents are encouraged to bring maintenance issues to FHMD's attention so they can be added to

the list and addressed. A copy of the list is regularly provided to the HOA.

- e. There was a recent incident of the guardhouse door being left unlocked and the lock taped so it could not be locked. The key box combination is being changed and the new code will be supplied to the HOA Board. To improve security, the code should not be shared with other people.
- f. 10 new clickers have been provided to Gary Sohrweid. He has placed a few in the lockbox in the gatehouse and has additional units in his home.
- g. The District is aware that pond levels are down. The District is not able to pump enough water from Mt. Vernon creek to keep the ponds full because of water rights priorities during this year's drought.
- h. Water usage was down by 20% from June to July and 27% from June to August

## 6. Old Business

- a. FHMD and the HOA deny reimbursement for the remainder of the money spent on the guardhouse furniture (desk, chair, & lamp. Half was paid back to the homeowners who initiated the expense.)
- b. Chili Festival: Still need volunteers. Email blast regarding the event, including prizes for winners will be sent 2 weeks and 1 week before the event.

*Motion to have the gift certificates from Target be for \$75, \$50, and \$25 for 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> prizes respectively.*

Mover: Ann Nutt. Motion approved unanimously.

- c. Eastwood Speeders: Complaint made regarding persons speeding on Eastwood. FHMD addressed the faded yellow lines and the situation, agreeing that it is a valid concern but that money is not allocated at this time to alleviate the issue.

## 7. New Business

- a. Appointment of new Board Member to replace Piff Piffarerio who has resigned and is moving to Florida. Joy Lawrance, our HOA President, will ask Ron Kordof, our current Member at Large, to step in as the 5<sup>th</sup> Board of Director, to replace Piff.
- b. Gary Sohrweid will attend the upcoming FHMD Board meeting. John Carpenter has agreed to attend the meetings when he can.
- c. Going away party for Piff hosted by Roz Birkelo for the BOD and various members.
- d. Gatehouse lock issue: see #5-e, above.

**Meeting Adjourned: 5:18 p.m.**

Riva Chase Annual Homeowners Meeting  
June 20, 2012  
Joy called the meeting to order.

Minutes from the last meeting were reviewed. Approved

✓ Treasures Report - still have three Homeowners with outstanding for dues.  
Offered FHMD \$5000, to help repair trails in the area. Still waiting for them to decide if they will match.

ACC report from Ann Nutt:

Talked about having new Homeowners reading the rules for the HOA.

A homeowners project can be stopped in the middle of the project if the homeowner does not have prior approval. Please make sure you have approval on projects.

ACC has the responsibility to update the rules.

✓ Storage boxes must be approved and covered during use. In addition the ACC will tell the homeowner where the unit can be placed during use.

Welcome Committee Report - Kathy Harms  
Three homes have sold since January 2012.

FMHD report - Tad Lavers

New board - working on improving the maintenance contracts.

Discussed the risk of forest fires.

Working on building up the reserves.

Working on water supply.

Want to listen to Homeowners priorities for the community.

Watching vendor cost.

Hired a new landscaping company and saving money.

Sent of survey and received several back. Thanks!

Front gate pond has been worked on and filled.

Urban Farmer is doing the spraying in the community.

Ponds will be treated this year, and will notify the Homeowners when this happens.

Talked about pot holes on Eastwood.

Old Business - Clean Up Day Winston Nutt/John Carpenter

Picked up more branches than from previous years. Alot of trees were thinned from Eastwood.

40+ people helped no attended the picnic.

Several people cleaned up the gate house. Looks great!

Picnic was great and many thanks to Betsy Christensen and John Carpenter.

New Business:

Website Report: Karen Buelter

New site up and running. There is a section for Homeowners and a public only section. Which can be used to help sell our community.  
Data base is in there from the directory.  
Pictures from events, including the clean up day.

Riva Reader Report: Kay Talley

4x a year

Cut off for next publication is 7/31/12

Send to [rivareader@yahoo.com](mailto:rivareader@yahoo.com). If you have something you want included.

Want photos and anything else you want to share with neighbors.

Fire Mitigation Committee:

2008 report was discussed.

Randy and Adam discussed fire mitigation.

Election of ~~Officers~~ *Directors*

New ~~Officers~~ *Directors*

John Carpenter

Joy Lawrance

Ann Nutt

Piff Piffarero

Gary Sohrweid

Ron Kordof - member at large

Meeting was adjourned.

Thanks,

Kathy Harms

Minutes from HOA Board Meeting  
June 6, 2012

Meeting was called to order by the President, Joy Lawrence at 4:00 p.m.

In attendance were the following:

Joy Lawrence  
Ann Nutt  
John Carpenter  
Piff Piffarerio  
Gary Sohrweid  
Winston Nutt  
Ted Laves  
Dana Christianson  
Adam Goldman  
Steve Barnes  
Debbie Ballard  
Jane Makowka  
Julie Riley

It was suggested and approved that reading of the minutes from the last meeting be dispensed.

Treasurer, John Carpenter, reported that there were three HOs who have not paid their dues as of this date. A further reminder plus an additional fine would be submitted. A financial statement was passed out. There were no questions concerning the report.

ACC: Ann Nutt reported that there were no unusual or serious problems facing the compliance of the Covenants and ACC Rules and Regulations. She also explained why some mail concerning violations was sent to the Board but not all, only that which might eventually require the need of legal counsel.

Welcome Committee: Kathy Harms was absent but it was reported that we have two new HOs in the community. Contact information would be solicited from the new HOs when contacted by the Welcome Committee. It was suggested that we update our HOs info in form of a directory or submit the info through out the community over the web site when it was up and running. It was announced by Piff that a table would be set up at the Clean Up Day picnic site to solicit contact information from new homeowners.

Web Site: Joy Lawrence expressed her thanks to Karen and Scott Buelter for their time and effort on the web site. It was suggested, moved and passed that a \$100 gift certificate be purchased as a thank you from the HOA for their work in establishing the web site

Trail Maintenance: It was suggested, moved and approved that the HOA allocate \$5,000 towards the improvement of the trails in the community if the FHMD would match the funds. Piff would follow up on this proposal.

Fire Hazard Report: There was much discussion about the community's potential of fire and the hazards the area is surrounded by. Dana Christenson shared his experiences of being involved in three fires, expressed his concern about the small trees that are already infested by the beetle. Adam Goldman, a volunteer fireman, expressed his concern about the seriousness of this issue should a fire be started in our community. It was also suggested that HOs review their insurance policies in regard to coverage should a fire occur. Adam reported that the fire hydrants in the community are tested once or twice a year.

FHMD: Ted Laves represented the FHMD and made the following report:

- . The two gates into the community were in the process of being repaired, along with the pot holes at the back gate.

The water wells are in good shape.

Genesee Association wants to tie our water wells into theirs.

Water restrictions would be discussed at the next FHMD meeting.

Pond water can be released to fight fires.

Much discussion was held over the thinning of trees by HOs. Homeowners expressed their concern about the potential of a fire getting started in the community and the trees that have already been found infested with the beetle.

Joy Lawrence brought up the issue that tree trimming and thinning has been going on for many years by volunteers in the community. By their doing so, many thousands of dollars have been saved each year that FHMD would have otherwise had to pay out and that FHMD had not complained about it in the past.

Ted Laves said that it must stop and no additional trees could be cut without FHMD approval. It was suggested that Adam Goldman and Dana Christenson form a committee to work with FHMD on this issue.

Elections: Nominees for HOA Board positions would be accepted until and during the annual meeting on June 20, 2012.. Proxies would be sent out over the internet

Meeting was adjourned by the President at 5:35 P.M..

*AMEN! Please don't make me do this again.*

**HOA Board Meeting, February 1, 2012**

**Debbie Ballard**

**Jerry Ballard**

**The meeting was called to order by the President, Joy Lawrence.**

**In attendance:**

**Joy Lawrence**

**John Carpenter**

**Ron Kordof**

**Ann Nutt**

**Ted Laves**

**Jane Makowka**

**Julie Riley**

**Chuck Riley**

**Steve Iskalis**

**Judy Bertrand**

**Jan Hartman**

**Karen Buelter**

**Mendy Kemple**

**William Last**

**In the absence of the secretary, Joy Lawrence read the minutes from the last Board meeting held on December 7, 2011. The Board voted to approve the minutes as recorded. In the absence of the secretary, Mendy Kemple was asked to take the minutes.**

**Treasurer: John Carpenter handed out balance sheets and reported that collection of HO's dues was going well. A question was asked about credit cards in Judy Bertrand's name. John reported that he would have it removed and that the only card the HOA would have is a debit card.**

**ACC: Ann Nutt reported that a certificate of occupancy was received from the contractor of the home on Chippewa. The home is still on the market. The \$6500 deposit that was submitted to the ACC when the home was approved for construction had been forfeited due to its incompleteness as stipulated by the Covenants and ACC Rules and**

**Regulations.** Ann Nutt said that the money would be kept in the budget for use on legal expenses when needed. Ann Nutt also said that she and Judy Bertrand would be working on some new rules and regulations due to problems that have occurred that are not covered in the present Rules and Regulations.

There was a brief discussion concerning dogs running loose in the community. Ann Nutt read the rules governing animals in the community and advised the HOs to call the Jefferson County Animal Control Dept. when a dog is seen without its owner.

**FHMD:** In the absence of Jerry Heinz, the President briefly discussed the HOA's new management company and the vacancies that would be on the FHMD Board at its next election on May 8, 2012. The President also congratulated Judy Bertrand and Ted Laves for their work on exposing some of the problems with the FHMD.

**Insurance:** Ron Kordof explained that, after discussion with our new insurance agent, he was assured that all ACC members were covered by the same insurance as are Board members.

**Open Discussion:**

Joy reported that she would follow up on the website issue.

Karen Buelter has volunteered to take over the Riva Reader.

Jerry Ballard asked that positive articles be printed in the Chronicle as negative articles hurt the sale of property in the community. Ted Laves reported that the Chronicle was being reworked.

**Directory:** Discussion was held about the protection of e-mail addresses of HOs. John Carpenter reported that he has loaded info into HOA Board gmail documents.

**Speed Signs:** A lengthy discussion was held by Judy Bertrand and those in attendance about the new speed signs on Eastwood and in the Village. The members of the Board discussed the reasons for the signs and that no Board members had received complaints. Judy Bertrand said that she had received complaints and said she would send them to the Board. It was moved that discussion on this issue be tabled and discussed at a later meeting.



HOA Board Meeting, December 7, 2011

Joy Lawrence, President, called the meeting to order. Attendance included:

Ron Kordof

Piff Piffarerio

John Carpenter

Ann Nutt

Gary Sohrweid

Ted Laves

Ann Nutt took minutes in the absence of Kathy Napp. Due to Kathy's absence, the minutes from the last meeting were not available.

John Carpenter, Treasurer, gave an estimate as to what remained in the budget due to not being able to receive reception from his computer. His report will be sent out thru e-mail.

FHMD rep, Jerry <sup>HENZ</sup>~~Hinds~~, was not in attendance. There was a short discussion as to the new management company (MRE) and it was suggested that some members from the community should attend the FHMD Board meeting on Thursday, December 8. Piff Piffarerio and Ted Laves volunteered to attend.

Piff Piffarerio gave a report, accompanied by graphs, as to the speed problems we have in the community. Discussion was held as to what solutions should/could be taken to resolve the problem. It was later moved and approved that the Board would start with five speed signs and one radar machine and that the sheriff would be asked to conduct another research report as to whether or not more signs were needed and if there was an improvement as to the speed of drivers entering the community. It was also recommended and approved that a blast be sent out to HOs concerning the decision of the Board to purchase the signs.

Further discussion was held on the following:

Insurance for the Board members and ACC: It is not certain that the present insurance for the Board covers what it should. Ron Kordof will continue to gather info on the insurance issue.

Time of Board meetings: A HO has suggested that Board meetings be held in the evening. The Board discussed waiting until spring to alternate meetings from afternoons to evenings.

**Social Coordinator:** It was suggested that a blast be put out to HOAs requesting a volunteer to coordinate social activities for the community. The President will put out the blast.

**ACC Committee:** A volunteer is needed to help with the ACC on construction/repair/remodeling projects. The President will include this in the next blast.

**FHMD Board:** Four positions will open up on the Board. Nominations will open in Feb. It was suggested that this info be put in a blast in hopes of finding volunteers to work with the FHMD.

**Dates for coming events:**

Next Board meetings: Feb. 1, April 4, and June 6

Clean-up day: June 9

Annual HOA meeting: June 20 at 7:00pm

The meeting was brought to a close by the President at 5:30 pm.

## **RIVA CHASE HOA MINUTES OF AUGUST 3, 2011**

### **IN ATTENDANCE:**

Ann Nutt  
Joy Lawrence  
Piff Piffarerio  
Ron Kordof  
John Carpenter  
Gerald Heinz  
Ted Laves  
Kathy Harms  
Kathy Napp

No objections or corrections to previous minutes – approved

### **HOA BOARD** (nominated and voted in)

Joy Lawrence – President  
Ann Nutt – First Vice President/ACC Chair  
Piff Piffarerio - Second Vice President/Action Committee  
Ron Kordof - Second Vice President  
Kathy Napp – Secretary/ACC Co-Chair  
John Carpenter – Treasurer  
Kathy Harms – Welcome Committee

### **TREASURER REPORT:**

\$40,939.34 in accounts  
Overdue HOA Dues – Charles & Clydette DeGroot and Kristen Iwan

### **FDMS:**

Waste Water Treatment Plant on schedule and should be completed by September 3, 2011  
Water Restrictions Remain in Effect  
5-year budget should be complete by end of August 2011  
Erosion Project authorized and completed  
Summerwood Drive ditch added to project

FDMS Looking Into:  
Speeding Issues  
Cameras – Secure Gates proposal to Board  
Changing Gate Codes Monthly  
Adopt a Street/Section in Riva Chase

Landscaping and Trash Removal by Trout pond  
Cleaning up roads along main gate entrance

**ACC:**

More homeowners are contacting ACC to obtain approval  
Temporary gates codes given out by Dave Curtis require ACC approval  
Signs need ACC approval

**WELCOME COMMITTEE:**

7-8 new homeowners and couple houses under contract

**ISSUES/CONCERNS DISCUSSED:**

Too many gate codes being given out or left on signs in front of gates  
Gate Security – look into getting video cameras  
Speeding in Riva Chase  
Whether or not to have a Riva Chase website  
Who is responsible for giving out the covenants when new homeowners move into Riva Chase  
When gates remain open/locked  
Sleepy Hollow sign

**UPCOMING EVENTS:**

Chili Fest set for October 15, 2011

Fire Prevention Week – first week of October, 2011

*Riva Reader* – published quarterly via email  
Need editor – Joy Lawrence is temporarily editing

**Riva Chase Annual Homeowners' Meeting & Elections**  
June 22, 2011 @ 7:00 PM  
@ Ann & Winston Nutt's Home on Solitude Lane

**Attendees:** Joy Lawrance, President  
Ann Nutt, Vice-President/ACC  
John Carpenter, Treasurer  
Molly Medakovich, Secretary

<b>Homeowners:</b> Ted Laves	Jerry Heinz
Mary & Bob Swanson	Dianna Meyers
Steve Barnes	Judy Riley
Judy Bertrand	Jacques & Steve Burden
Kathy & Steve Harms	Kathy & Tom Napp
Ken Oehm	Pierre Piffarerio
William Last	Nancy Lacy
Ron & Marti Kordof	Cheryl & Dick Shaw
Bruce & LaDona Vincent	Winston Nutt
Diane Martin	

**Items Discussed and Actions Taken at the Meeting**

The minutes from the May 23, 2011, HOA Board Meeting were approved by the Board.

Treasurer's Report

The HOA savings and checking are balanced and healthy. Seven Homeowners still owe dues for the current year. Mr. Carpenter suggested instituting online bill pay for dues and having the HOA absorb the \$.50 transaction fee. He also presented his idea for an informal Riva Chase "adopt a road" or "area" in which Homeowners would sign up and tend to various spots in the neighborhood to keep things looking fresh.

Welcome Committee

Kathy Harms will be putting together "Welcome" baskets for several new Homeowners this summer. It was generally agreed upon that another batch of the Covenants need to be printed. A brief discussion of distributing them electronically was also held.

ACC Report

Ann Nutt reported that the Chippewa property is moving along with an October 28 deadline. The unapproved concrete slab in front of the house has been removed and will be landscaped according to plans. Generally speaking, there is a one-year statute of limitations on permanent fixtures (i.e. fence, paint, garage structures), so Homeowners should report any violations they notice to the ACC.

### Forest Hills Metropolitan District

Jerry Heinz, FHMD Treasurer, re-announced the FHMD Board vacancy and distributed information regarding qualifications and interviews. Nominations are due by the July 7 Board Meeting at SDMS (10:00 AM). No resumes had been received to date. The appointment will expire in 2014. Two additional positions on the Board will open in May 2012 and will be determined via an election.

Mr. Heinz updated Homeowners on the Waste Water Treatment Plan. The unit has been buried and is slated to "go live" on August 31. All of the major contracts for implementation have been signed off on, and the total cost is projected at \$745,000. Thus far, \$383,000 has been spent on the project.

The Forest Hills Board is also performing a five-year budget program and strategic plan and has organized two Homeowner committees (including Joy Lawrance, Bruce Vincent, and Don Thorpe) to evaluate Dave Curtis's and SDMS's contracts. A general assessment of their services will be performed, alternatives to Dave Curtis will be identified once the scope of work is determined, and an opportunity to bid out contracts will be available.

A Homeowner asked when the pressure and recovery rate of the wells had been tested last, and Kent Oehm could only confirm 2005.

### Clean-Up Day

Winston Nutt reported a successful clean-up day with around forty volunteers and only 60% of the slashing we normally have. The event came in just over budget (less than \$100), but it was, overall, a successful event.

### Announcements

Play equipment/swing sets need initial approval and eventual removal when children have reached an age that they no longer use it. Homeowners hiring any work that requires a dumpster on their property must have the dumpster approved and must remove it within a reasonable amount of time.

The Board seeks volunteers for the 2011 Chili Cook-Off.

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General security concerns were raised, including Kay Talley's observation that the Eastwood Gate has been frequently open. Kathy Napp mentioned the broadcasting of gate codes on realtors' Open House signs and at a recent estate sale. All Homeowners have the ability to "buzz in" contractors and visitors through the programmed box at the Forest Hills gate.

Riva Chase's status on GPS systems and mapping websites is defunct because of the gates. While emergency personnel (Highlands Rescue....*not* Kaiser) have the means to cut through the

locks on the back gates, general deliveries and other people using such mapping systems are consistently sent to the inaccessible back gates on Shingle Creek Road. A Homeowner whose address and house straddle both Sleepy Hollow and Springflower recently fell ill, and emergency vehicles did not get there in time because of confusion about the address. Jefferson County needs to be contacted about this issue.

#### Election of Officers

Candidates – Ann Nutt, Joy Lawrance, Ron Kordof, Steve Barnes, John Carpenter, and Pierre Piffarerio – briefly spoke about their interests and backgrounds, and Homeowners cast their ballots.

The 2011-2012 HOA Board was announced. Ann Nutt, Joy Lawrance, Ron Kordof, John Carpenter and Pierre Piffarerio will convene to determine Officer positions on the Board, time and date TBD.

**Riva Chase HOA Board Meeting**

May 23, 2011

@ Ann Nutt's on Solitude Lane

Meeting called to order at 4:00 p.m.

Attendees:	Joy Lawrance	Jerry & Debbie Ballard	Winston Nutt
	Molly Medakovich	Ron Kordof	Ted Laves
	Ann Nutt	Steve Iskalis	Lena Junker
	Steve Barnes	Piff Piffarerio	

**Items Discussed and Actions Taken at the meeting**

ACC Report (Ann Nutt)

The concrete slab in front of the Chippewa property, approved as a parking spot by the previous ACC, is not approved by the current ACC. This, along with window trim work, must be completed by October.

New Business

FHMD is holding a meeting at Mount Vernon Country Club on May 26. An email blast will be sent to Homeowners encouraging attendance.

Winston Nutt presented the budget and plan for Clean-Up Day (June 11). Flyers (\$20), signs (\$10), trash bags (\$15), dumpster rental (\$340), and chipper (Schulhoff - \$85/hour) bring the budget to \$896 (less the picnic). Dan Grey will offer his truck and driving again this year, Dick Shaw has volunteered his truck and trailer, and Jerry Ballard will drive a third truck. All agreed that drivers pulling trailers will be reimbursed \$20 for gas. Steve Iskalis suggested budgeting for woodchips for the landscape around gate house, and Mr. Nutt mentioned planting annuals again. The Board will post a reminder for the Annual Meeting (June 22) at the Clean-Up Day picnic and include a sign-up sheet for volunteers.

The Annual Meeting is set for June 22 at the Nutts' house, 7:00 p.m.

Steve Iskalis mentioned his desire to get rid of the bulletin board at the guard house, Jerry Ballard suggested putting curtains up to hide the storage boxes inside, Ann Nutt suggested decorative films for the windows. General comments about Riva Chase common property included unstable pond bridges, the need for repaving, and the dirty pond.

The Board adjourned until the next HOA Board Meeting at Ann and Winston Nutt's on June 22, 7:00 p.m.



## Riva Chase HOA Board Meeting

April 4, 2011

@ Ann Nutt's on Solitude Lane

Meeting called to order at 4:00 p.m.

Attendees:	Joy Lawrance	Debbie Ballard	Steve Barnes
	Ann Nutt	Jerry Ballard	
	Molly Medakovich	Winston Nutt	
	Kathy Harms	Ted Laves	

### Items Discussed and Actions Taken at the Meeting

Joy Lawrance provided the Treasurer's report, which concerned unpaid annual HOA dues. Ann Nutt moved to impose a \$5 fine for the first month errant, followed by \$10 each additional month dues go unpaid. Molly Medakovich seconded, and all were in favor. The Board also discussed posting a notice of unpaid dues in the Riva Reader.

Kathy Harms gave a brief update on the Welcome Committee. Welcome bags will be delivered to new Homeowners on Treetop (Christensens) and Anasazi (Pedlows).

Ann Nutt updated the Board with ACC news. The toppled mailbox on Eastwood was addressed; the Homeowners have until the summer to fix it. Ms. Nutt announced Brenda Shuler's June departure from the ACC. She addressed the issue of speeding on Riva Chase roads, suggested sending an email reminder to Homeowners, and asked about investigating the posting of speed limit signs around the neighborhood. Finally, she pointed out a typographical error in the governing docs and asked that "a fee of \$20" on page 29 be changed to "a fee of \$200."

New business focused on current FHMD issues and the letter from concerned Homeowners that Judy Bertrand delivered to the Forest Hills Board. The letter included questions about specific expenditures (i.e. the non-meeting dinner at the Briarwood, the pond boat, etc.), the practice of posting meeting notices, and other questionable practices that Judy Bertrand and Ted Laves spent many hours researching. Homeowners requested a special meeting without SDMS and Dave Curtis present, and Gina Keating (FHMD President) denied the request and instead put the letter and its contents on the regular meeting agenda at the SDMS offices on April 14.

Ms. Lawrance suggested that the HOA Board formally take up the cause, with the option to seek legal counsel (Scott Albertson), if necessary. Ms. Nutt so moved, Ms. Medakovich seconded, and all were in favor.

Ted Laves outlined his involvement in the FHMD investigation, including attendance at FHMD meetings and the request for financial data. He reported that SDMS has charged \$8,000 to FHMD to gather the info and that the cost is likely up to \$12,000 to date. He refuted the charges by way of the Colorado Open Records Act (CORA), and Mr. Nutt reiterated that the documents should be open to inspection by anyone at any time with a vested interest.

Options for proceeding with the Forest Hills issue were discussed. Mr. Nutt and Mr. Laves questioned what alternatives to SDMS exist, Ms. Nutt suggested forming a committee (perhaps Judy Bertrand, Ted Laves, and Joy Lawrance) to meet with Scott Albertson, and it was pointed out that four of the five FHMD Board positions are up for election next spring, should the HOA and Homeowners want to wait a year. If it is proven that the FHMD Board has not fulfilled their fiduciary responsibilities, a recall would

### Forest Hills Metropolitan District

Jerry Heinz, FHMD Treasurer, re-announced the FHMD Board vacancy and distributed information regarding qualifications and interviews. Nominations are due by the July 7 Board Meeting at SDMS (10:00 AM). No resumes had been received to date. The appointment will expire in 2014. Two additional positions on the Board will open in May 2012 and will be determined via an election.

Mr. Heinz updated Homeowners on the Waste Water Treatment Plan. The unit has been buried and is slated to "go live" on August 31. All of the major contracts for implementation have been signed off on, and the total cost is projected at \$745,000. Thus far, \$383,000 has been spent on the project.

The Forest Hills Board is also performing a five-year budget program and strategic plan and has organized two Homeowner committees (including Joy Lawrance, Bruce Vincent, and Don Thorpe) to evaluate Dave Curtis's and SDMS's contracts. A general assessment of their services will be performed, alternatives to Dave Curtis will be identified once the scope of work is determined, and an opportunity to bid out contracts will be available.

A Homeowner asked when the pressure and recovery rate of the wells had been tested last, and Kent Oehm could only confirm 2005.

### Clean-Up Day

Winston Nutt reported a successful clean-up day with around forty volunteers and only 60% of the slashing we normally have. The event came in just over budget (less than \$100), but it was, overall, a successful event.

### Announcements

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General security concerns were raised, including Kay Talley's observation that the Eastwood Gate has been frequently open. Kathy Napp mentioned the broadcasting of gate codes on realtors' Open House signs and at a recent estate sale. All Homeowners have the ability to "buzz in" contractors and visitors through the programmed box at the Forest Hills gate.

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Riva Chase HOA Board Meeting  
2/7/2010

**Riva Chase HOA Board Meeting**  
February 7, 2011  
@ Molly Medakovich's (23004 Whispering Woods)  
Meeting called to order at 4:00 p.m.

Attendees: Ann Nutt Molly Medakovich  
John Carpenter Jerry Heinz  
Lena Junker

**Items Discussed and Actions Taken at the Meeting**

Jerry Heinz (FHMD) reported that Pierre Piffarerio resigned from the Board, and Gina Keating has been elected president. An additional position remains open, and the Board will conduct interviews in March. The Waste Water Treatment plan has been approved, bids for construction are currently out, and the final bid should be awarded in March. No extraneous repairs will be completed in Riva Chase until the plant is completed. Sanding and plowing, spring landscaping, and other basic maintenance will occur, but other improvements (i.e. trails) will be put on the back burner until the plant is completed. In the meantime, Homeowners can contact Mr. Heinz with any questions about common property.

John Carpenter integrated all Homeowners into QuickBooks online, and all dues notices have been sent out and are set as an annual transaction. Mr. Carpenter mentioned the potential use of e-payments (i.e. Paypal) for future dues remittance. He also suggested making an electronic version of dues billing the default, requiring Homeowners to request a paper notice. The Board received an overview of the 2011 budget; Ms. Medakovich made a motion to approve, Ann Nutt seconded, and all approved.

Ann Nutt (ACC) reported that construction on the Chippewa property is moving slowly, and the ACC awaits a \$3500 landscape deposit on the property. She proposed June 11 for the annual Clean-Up Day and called for volunteers to handle food and other logistical details. Judy Bertrand reported that Homeowners are interested in organizing the annual Riva Chase Garage Sale this year, and Ms. Nutt provided several suggestions to follow up on later, including general guidelines and the timing of the sale.

The next Riva Reader will be mailed to Homeowners sometime in March, and the mailing will include proxy ballots for the 2011 HOA election. Brenda Shuler is not returning to the ACC, and the Board is looking for a volunteer for President.

The Board adjourned until the next Board Meeting on Monday, April 4.

**Riva Chase HOA Board Meeting**  
December 6, 2010  
@ Ann Nutt's (22876 Solitude Lane)  
Meeting called to order at 4:00 p.m.

Attendees: Joy Lawrance                      Ron & Marti Kordof  
                 Ann Nutt                                      Pierre Piffarerio  
                 John Carpenter                      Ted Laves  
                 Kathy Harms  
                 Molly Medakovich

**Items Discussed and Actions Taken at the Meeting**

John Carpenter gave a Treasurer's report, which included recent integration of Riva Chase HOA banking, statements, and balance sheets onto the online version of QuickBooks. He discussed upcoming dues notices to be sent in January.

Dues will remain \$88 (no increase from last year), and a penalty for delinquency was discussed. Joy Lawrance suggested a 30-day period for remittance, followed by a \$5 penalty at 60 days from issuance, and a \$10 at 90 days from issuance. Ann Nutt proposed the motion, seconded by Molly Medakovich, and all were in favor.

Ted Laves suggested structuring the HOA and its dues cycle as a shared profit entity, which would allow the Board to exercise greater authority on the collection of delinquent dues, but the Board felt that such a project was not in the scope of the current term of Directors.

The Riva Chase mail box, which Ann Nutt is in the process of coordinating, may eventually act as the mailing address for dues, but the Postmaster has not yet completed the request. It may be tied into an address at Summerwood.

Pierre Piffarerio presented a "progress report" for FHMD. He suggested a more reciprocal relationship between Forest Hills and the HOA Board, with a member of each attending the other's regular meetings. FHMD meets the second Thursday of each month at 3:30 at 141 Union.

Mr. Piffarerio distributed photos of the future Waste Water Treatment Plant and provided an update on the facility. FHMD awaits a mid-January design approval from the Board of Environment and Health, which will be followed by a proposal construction (by mid-June). The old plant requires maintenance while FHMD awaits the new plant, so repair and maintenance costs have been necessary. Forest Hills has \$410,000 in available funds for the WWTP, and the engineer estimates \$320,000 for project costs.

Mr. Piffarerio reiterated that sanding the Riva Chase roads after the snow must be done for safety and that Homeowners should not shovel or snow blow snow from their driveways back onto the roads.

Homeowners who need gate clickers should contact Jerry Heinz at (303) 526-5425.

Future FHMD projects such as painting the gates and gazebo and road maintenance/overlay are largely dependent on financial resources.

Kathy Harms, Chair of the Welcome Committee, reported that five of six gift bags have been delivered to new Homeowners and that the overall response to the "Welcome" was positive. She included business coupons (i.e. Genesee Town Center and Mt. Vernon Country Club) that totaled \$180 in products and services. Ms. Harms suggested that the HOA Board should begin charging for copies of the Covenants at closing and will call other HOAs to compare prices.

Ann Nutt, Chair of the ACC, reviewed the procedure for Covenant violations. After an initial email or mail warning, a phone call or second written warning is issued, and the third warning represents action on the part of an attorney, which the covenants grants the ACC rights to pursue. The ACC will come to the Board to request official approval to use funds for this purpose. While a legal fund isn't separately managed or distinguished from general HOA funds, the bulk of HOA funds come from building, NOT HOA dues, so should legal action ever become necessary, Homeowners are NOT paying for the litigation of other HOs' violations. To keep attorney costs down, Mr. Laves suggested initial attorney "contact" be in the form of a warning letter from attorney to HO, which is standard and should cost around \$50. Ms. Lawrance suggested keeping all contact with the attorney limited to email or fax. Ann Nutt proposed to set aside \$6500 for legal funds, noted as a reserve for this purpose in Quickbooks, Ms. Medakovich seconded, and all approved.

Ms. Nutt reported that an issue with an unapproved electric fence on an Eastwood Home had been resolved through Jefferson County. An additional violation on Chippewa – Smartboxes occupying the driveway for months – was resolved, but the Homeowner had yet to clean up the remaining debris. If not removed by Friday, December 10, an attorney would be contacted for further action.

The unfinished property on Chippewa is getting finished and will be put on the market.

Joy Lawrance met with Jefferson County Sheriff Chris Caro, who once again reported that Riva Chase is the safest neighborhood in the County. In light of recent solicitors canvassing the neighborhood, Mr. Caro reiterated that because of the sign about solicitors placed at our gate, HOs can call the Sheriff should unwanted solicitors come to their door. HOs can also call the Sheriff for vacation services (i.e. a house "check up" or "drive by" while out of town) at (303) 271-0211.

The Board adjourned until the next Board Meeting on February 7, 2011, at Molly Medakovich's.

**Riva Chase HOA Board Meeting**  
September 20, 2010  
@ Molly Medakovich's: 23004 Whispering Woods  
Meeting called to order at 4:00 p.m.

Attendees: Molly Medakovich  
Ann Nutt  
John Carpenter  
Joy Lawrance

**Items Discussed and Actions Taken at the Meeting**

Motion was made by Ann Nutt for Joy Lawrance to serve as president, pro tem. John Carpenter seconded, and all approved.

Joy Lawrance requested that Ann Nutt be appointed to Vice-President, serving as President in her absence. Motion was made by John Carpenter, Molly Medakovich seconded, and all approved.

Motion was made by Ann Nutt that only the President of the Board may contact Scott Albertson, and that all other Officers must direct questions through her. Molly Medakovich seconded, and all approved.

Ann Nutt volunteered to head the ACC. Molly Medakovich motioned for the appointment of Ann Nutt and Brenda Shuler as ACC members. All were in favor.

General business items were discussed, including the remaining responsibilities for the duration of the Officers' terms: updating and maintaining directory, bi-monthly meetings, elections, collection of dues, holiday decorating party at the guard house.

Motion was made by John Carpenter to purchase a monthly subscription to QuickBooks for Treasurer duties. Joy Lawrance seconded, and all were in favor.

The Board adjourned until the next Board Meeting on December 6, 2010, at Ann Nutt's.

Riva Chase HOA Board Meeting  
June 15, 2010

**RIVA CHASE HOMEOWNERS' ASSOCIATION  
BOARD MEETING**

June 15, 2010 @ 7:00 p.m.  
Held at 23004 Whispering Woods

Attendees: Judy Bertrand  
Randy Cuccio  
Rick Kemple  
Molly Medakovich  
Ann Nutt

**Items Discussed and Actions Taken at Meeting:**

The Board met to elect Officers to the HOA Board. The results of the vote were:

Judy Bertrand:	President and Treasurer (Unanimously Agreed)
Randy Cuccio:	Vice President (Unanimously Agreed)
Rick Kemple:	Will remain as a Board Member (Unanimously Agreed)
Molly Medakovich:	Secretary (Unanimously Agreed)
Ann Nutt:	Will remain as a Board Member (Unanimously Agreed)

The Board did not nominate the ACC Chair or Committee at this meeting.

**Riva Chase HOA General Meeting**

June 8, 2010

██████████ @ 7:00 PM

@ Molly Medakovich and Kelly Lindauer's home on Whispering Woods

**Attendees:** Judy Bertrand, President & Treasurer  
Molly Medakovich, Board Member at Large  
Ann Nutt, ACC Chair

**Homeowners:**

Joy Lawrance	Winston Nutt
Charlene Polino	Chuck Silverman
Phil Beer	Steve Urbano
Bruce Vincent	Julie Noonan
Randy Cuccio	Mindy Kemple
Mahesh Jha	Steve Burden
Jan Hartman	Jane Oehm
Troy Hager	Kathy Harms
Kelly Lindauer	Jonathan Bertrand
Piff Piffarerio	

**Items Discussed and Actions Taken at the Meeting**

A brief discussion of the distinction between Officers and the Board of Directors was initiated by Julie Noonan. Homeowners suggested the formation of a "By-Law review committee" that would recommend changes to existing, and potentially outdated, by-laws and discuss how to vote on changes.

The Board reminded HO's that tree spraying would occur on June 16 and would likely be completed in one day, depending on weather. Logistics and cost were discussed, including:

- Keep children and pets indoors within an hour of spraying, and to play it safe, for the afternoon.
- \$90 minimum for spraying (\$10/tree)
- Common areas would not be treated. These were trimmed earlier to safeguard the watershed.

Piff Piffarerio, President of FHMD, presented a map detailing the open space and common grounds that Forest Hills Metro District maintains. He explained that other than Eastwood or Forest Hills, FHMD technically can't come onto a homeowner's property beyond the official easement. In other words, the snowplow can inadvertently plow snow onto your property but cannot enter your property, beyond the easement, to remove it.

Mr. Piffarerio also addressed the graffiti on the Riva Chase entry sign. It was power spray washed, which also washed off the green lettering of the sign. The lettering has been repainted, along with two coats of sealant, which should protect the sign against any potential vandalism in the future. The total cost of repairs was \$2295.

Historically, several homes in the community have lost water when the power has gone out, but a generator has successfully been installed at a cost of \$37,000. Homeowners who were previously affected will now have water when their homes lose power.



FHMD has several summer projects on their docket, including painting the gatehouse and repairing roads. Repaving will be a future project in light of current budget standing.

\$130,000 of FHMD reserves has gone toward the waste water treatment plant in order to keep the bond issue as low as possible. The final cost is as yet undetermined. The current status of the WWTP (waste water treatment plant) is at state for approval. The site approval (hook up and installation) has been okay-ed by the state, and we now await the approval of the design plans, which will hopefully occur over the summer. After the design approval, there will be a bid for construction, most likely in July.

Mr. Piffarerio reminded homeowners that a call to Dave Curtis costs FHMD \$62/hour, and a call to SDMS costs \$122/hour. Ultimately, he suggested sending him or the HOA president an email to answer any questions before calling Mr. Curtis of SDMS.

HO's have been asking about trail maintenance for walkways around pond. Estimates to fix these areas are \$10,000-\$12,000, and FHMD only has \$5,000 available. They will refine estimates, walk trails, and assess needs and options in the hope of fixing this summer.

Annual water testing has been conducted, and the quality of Riva Chase water meets all EPA and state water requirements

A current goal of Forest Hills is to finish up the master plan addition to round the curve into Summerwood for rock work is not feasible with the current budget standing. With the graffiti and generator, many (unexpected) expenses have been incurred for Forest Hills. It is likely that the project will be delayed until next year.

Judy Bertrand presented financials, and stated that the HOA was under budget for Clean Up Day by \$2900, needed to collect gate clicker charges for income, was \$400 over budget for website expenses, but would break even for the yearly \$6996 budget.

Several homeowners were concerned about gatehouse decorations creating an impression of an unoccupied security zone. Kathy Harms, Chuck Silverman and others suggested that having the decorations up for such a lengthy period of time might "invite" vandals or other security breaches into the community because of the obvious lack of presence. It was agreed that holiday-themed decorations would stay up for a more limited amount of time than they have in the past. Phil Beer suggested mounting fake security cameras and a sign saying security cameras are in use might be another positive measure for gatehouse security.

Ann Nutt spoke on behalf of the ACC. The most current topic was the Jergenson property on Chippewa Lane, which, per the request of homeowners and the ACC, has been cleaned up and boarded up. Matters concerning the property are still in the hands of the court. The only option for homeowners is to buy the property, pay off the liens, and put it up for sale. Phil Beer suggested other means of putting pressure on the Ms. Jergensen, and a separate meeting with homeowners and the ACC or the HOA Board was suggested. Julie Noonan suggested declaring it a nuisance.

Ms. Bertrand announced that the website is still under construction but would likely be ready for the community sometime in July.

Votes were tallied, and Judy Bertrand, Randy Cuccio, Rick Kemple, Ann Nutt, and Molly Medakovich were elected to the Board of Directors of the HOA. Officers will be determined at a future meeting.

The status of the yearly party, the need for a welcoming committee, and the potential for the next HOA meeting to be held at the pond during an FAC were discussed.

**Riva Chase HOA General Meeting**  
February, 8, 2010 @ 7:00 PM  
@ Cheryl and Dick Shaw's House on Treetop Lane

Attendees: Judy Bertrand, President  
Rick Kemple, V.P.  
Molly Medakovich, Board Member at Large  
Ann Nutt, ACC Chair  
Martin Pyykkonen, Secretary (Excused due to work conflict)

Jan Faia	Rob Starkey
Bruce Vincent	Gary Sohrweid
Mike Langley	Steve and Kathy Harris
Randy Cuccio	Tony Bosch
Diana Meyers	Steve Urbano
Jacki Wicks	Linda Stolte
Steve Iskalis	Jerry and Debbie Ballard

The next HOA General meeting will be held in May. Date, time and location TBD.

**Items Discussed and Actions Taken at the Meeting**

The minutes from the February 1, 2010, HOA Board Meeting were approved by the Board in advance of the meeting.

Game Warden Todd Schmidt, from the Division of Wildlife, discussed the distribution of lion territory in the foothills area and outlined how the lions are tagged and tracked with GPS collars. The information is part of a larger study on the interaction of wildlife and humans in suburban foothills communities (Boulder, Golden, Evergreen and Conifer). Male lions have a territorial range of about 300 square miles, and there could be anywhere from two to seven females within this range. He reminded homeowners not to feed wildlife, which attracts predators and invites conflict with humans. If a lion should be sighted or a kill occur in Riva Chase, please call the DOW Dispatch (M-F) at 303.2921.7227 or the CSP Dispatch at 303.239.4501.

Deputy Chris Caro spoke about crime and safety in Riva Chase, and reiterated his opinion that our neighborhood is the safest one in the foothills area. He passed around a record of calls made to the sheriff in the last year, and noted the lack of criminal activity in the neighborhood. Judy Bertrand requested the documents should homeowners like to look at them in more detail. The sheriff's department offers vacation checks, and urges homeowners to contact them should any unusual or annoying activity happen in the neighborhood (i.e. solicitors, unwanted flyers, etc.). Finally, Mr. Caro distributed information regarding Jefferson County mediation services for any neighborhood

disputes, personal issues, or any other conflict that need non-legal mediation. Additional information can be found by calling 303.271.5060 or asking the HOA Board for a copy of the brochure.

Mike Langley spoke about the timeline for the FMHD water treatment facility. A contract for the project should be finalized by August 1. Complete repaving of the roads will happen no sooner than next year. The FHMD Board is holding their election in May and will need volunteers to run for a position. All five members' seats are "up", with four able to run again, and one seat completely vacant. Board members must be residents of Riva Chase. Homeowners discussed whether to do street sweeping before or after spring clean-up. Please direct any questions to Mike about roads, gates, water, sewer, or parks and rec—FHMD meetings are held the second Thursday of every month.

Judy Bertrand gave an update on tree spraying and thinning. She has narrowed it down to three companies, and it should come out to about \$9-10 per tree for spraying and approximately \$60 per hour/per man for trimming. Interested homeowners can still sign up, but the decision needs to be made by March for spraying from April through early July.

Judy Bertrand recommended saving any information homeowners receive on their property taxes in order to prepare for a united effort by Riva Chase homeowners to lower their Jefferson County assessed values in 2011.

Judy presented the Riva Chase financials (Profit & Loss, Balance Sheet and approved HOA Budget for 2010) and clarified "income" as it concerns 2010 dues paid in 2009 and in 2010. \$20,000 of \$35,000 has been placed in savings. Twenty-one Homeowners owe 2010 HOA dues.

Ann Nutt provided an ACC update, and the unfinished property on Chippewa was discussed. It was discussed that the updated Rules and Regulations state that a Homeowner wishing to build may be asked to provide the ACC with documentation proving they have the financial ability to complete the home. It was also suggested that the ACC enforce the rule that all building sites and homes must maintain an orderly appearance. At this point, there is nothing legally that the ACC can enforce.

Ryan Brown is working on re-launching an interactive website, and Molly Medakovich will work with him to get up to speed on its mechanics. The new site will be available by the summer and will feature interactive elements (i.e. blog, discussion section, etc.) that Homeowners can access.

Summerwood landscaping has not been executed, and an issue in the project going forward is lack of FHMD funding this year and what exactly Homeowners want done. Ideas should go to Mike Langley.

Randy Cuccio brought the eroding Poly Pave around the pond to the attention of the Board and suggesting finding out if it is under warranty. Linda Stolte mentioned the bad

conditions (deterioration, weeds) of the trail leading from Treetop/Solitude down to the pond. Steve Urbano suggested giving attention on Clean-Up Day to the two bridges between the little ponds and the bridge at the pond, all of which need pressure washing, sanding, and re-staining.

The Clean-Up Day will be the second weekend in June, and the next HOA meeting will precede it in mid-May. This meeting will be the annual Homeowner's meeting with elections.