

**Rancho Viejo South Community Association  
Board of Directors Meeting  
July 19, 2005**

**Minutes**

**Members present:**

Jodi Delaney, Isaac Pino

**Members absent:**

Patrick Thomas

**Others in Attendance:**

Jennifer Key, Community Manager

Caroline Ladhani, Administrative Assistant

**Call to Order:**

Isaac Pino called the meeting to order at approximately 9:10 a.m. in the Jemez Room at Santa Fe Community College. The quorum was met.

**New Business:**

**1. Approval of minutes for April**

- **MOTION:** Jodi Delaney motioned to accept the April minutes. Isaac Pino seconded the motion. Motion passed unanimously.

**2. Trail Maintenance:**

- **MOTION:** Jodi Delaney motioned to accept the bid for trail maintenance from Zion Enterprises as a shared expense with the North Association, with the stipulation that only 25 percent of the total be paid at the start of the project, instead of the full amount as indicated on the bid, and also recommends exploring the establishment of a volunteer committee for trail maintenance to help cut some of the costs in the future. Isaac Pino seconded the motion. Motion passed unanimously.
  - Trail posts and bolsters need to be repainted. Also, several are missing and need to be replaced. The North Association requested that the South Association split the costs associated with trail maintenance and repairs/replacements equally since the trails are a shared amenity.
- **MOTION:** Jodi Delaney motioned in favor of using reserve funds for the trail maintenance expenditures. Isaac Pino seconded the motion. Motion passed unanimously.
  - Trail maintenance qualifies as a Reserve expenditure, with Board approval. There are 49 total posts and bolsters. At \$50 each, the total cost is \$2629.16. The South Association is responsible for ½ that amount (including tax).

**3. Contracts:**

- **Landscape contract for Windmill Ridge III**
  - **MOTION:** Jodi Delaney motioned to accept the Heads Up bid for landscape maintenance in Windmill Ridge III. Isaac Pino seconded the motion. Motion passed unanimously.

- Landscaping in Windmill Ridge III is nearly complete. When complete, it will become the responsibility of the Association to maintain. Heads Up, the current maintenance contractor for other areas at Rancho Viejo, provided a bid for Windmill Ridge III for a full-range of landscaping services from 2006 through 2008.
- **Effluent Re-use Agreement**
  - **MOTION:** Jodi Delaney motioned to accept a proposed contract from Ranchland Utilities to use effluent water for common area irrigation. Isaac Pino seconded the motion. Motion passed unanimously.
    - Due to problems with the quality of the effluent water, the Association will first consult with its attorney before signing the legally-binding agreement. The Developer is also consulting with a biochemist to identify the sources of hazardous dumping. Isaac Pino indicated that backflow preventers will remain, providing Rancho Viejo the capability of switching back to potable water if necessary.

#### 4. Village Center Office Space Lease

- **MOTION:** Jodi Delaney motioned to approve a revised LOI (letter of interest) to the Rancho Viejo Commercial Center for the development of a lease. Isaac Pino seconded the motion. Motion passed unanimously.
  - The latest amended LOI reflects that the lease would begin in August, but the Association will not have to start paying rent till January.
  - In the interest of exploring lower rental rates, a North resident had suggested moving the Association office to Turquoise Trail Business Park. The community manager compiled a comparison grid of the Village Center and Turquoise Trail spaces for Board review. Given that the South Association wishes to remain on-site at Rancho Viejo, splitting the two Association offices would not be less expensive. Some expenses, such as telephone and Internet service, would double; it would also require the purchasing of photocopying equipment, and that the manager would have to rotate between the two office spaces and split her time equally between Associations.

#### 5. Townhome Reserve Study Bid

- **MOTION:** Jodi Delaney motioned to approve the bid for a townhome reserve study. Isaac Pino seconded the motion. Motion passed unanimously.
  - The original bid did not include reviewing the townhomes as a separate entity. The Association is responsible for the exterior maintenance of these units and having a reserve study performed this year would assist the Board in determining the level of assessments for 2006 and ensure that adequate funds are being collected to cover the required maintenance costs. The Townhome Maintenance Fee Budget allocates \$2000 for a reserve study in 2005.

#### 6. Pigeon Removal Bid for Townhomes

- **MOTION:** Jodi Delaney motioned to accept a bid from Critter Control for pigeon control as an experiment on the first townhome building only, using solar-powered electric tracks installed on the parapets.

- Some townhome residents have requested that the Association hire a pest control service to eradicate pigeons from roosting on their roofs. The Association is responsible for maintaining the roofs of townhomes. Pigeons can damage the roof and structures on the roof by nesting and pecking. They also spread disease and once they establish their nest, they are nearly impossible to eliminate. One resident has chosen to poison the birds as a method of control. This presents a risk to residents and animals in the community.

**Old Business:**

None.

**MOTION:** Jodi Delaney motioned to adjourn the meeting to Executive Session. Isaac Pino seconded the motion. Motion passed unanimously.

Meeting was adjourned at approximately 9:50 a.m.