



**Ravello Condominiums at Briarcliff**

HOA Board of Directors  
April 23rd, 2024 ZOOM meeting

**Board Members:** Julie Cunningham, Dan Danford, Chris Fricke, Dennis Gordon and Curt Kretzinger

**FSR Management:** Dalton Malcolm, Mackaela Pettz

**1. Call to Order 6:30**

**2. Consent Agenda 6:32**

- a) Approval of March meeting Minutes
- b) Delinquency Report Submitted
- c) Bluff tree removal for 3800 unit 104

**3. Old Business**

**4. Routine Business**

- a) Owners Forum (6:40)
- b) Financial Report and summary Dennis ( 6:55 )
- c) Special Project ( terraces ) use of line of credit funds: Dennis (7:10 )
- d) Manager's Report: Mackaela or Dalton (7:20 )
  - i) Kitchen exhaust vent motors : engineer report
  - ii) Fire inspector report ( FITS to add a fire alarm relay switch to Mag lock )
  - iii) Scheduling of Advantage inspection of home's fire suppression system
  - iv) Reopen lobby water damage to address a homeowner damage
  - v) Weathermatic use in place
  - vi) Preventive bat plan for 3800 4th stack
  - vii) Drip irrigation for entry planters
  - viii) Paxton directory microphone

**5. New Business:**

- a) **Spring Cleaning plan 2024**
  - i) Hallways have a couple walls to address
  - ii) Clean garage floor
  - iii) Wait on dumpster until Fall
- b) **Rules for unit modification ( prior to distribution of updated Rules )**
  - i) Unit modification request online
  - ii) Construction staging can be inside the garage parking stall
  - iii) Construction trash receptacle on platform between buildings for a limited time

**6. Future Business with anticipated month to be on board agenda**

- a)** Fire / Disaster plan (TBD )
- b)** Status of 2024 operating plan improvements ( May )
- c)** Ravello 1-3 year Operating plan process (July )
- d)** Security priority recommendations for 2025 operating plan ( August )
- e)** Ravello community survey for initiatives ( August )
- f)** Ravello 1 year initiatives selected ( September )
- g)** Lease % declaration changes ( October or earlier )
- h)** Draft 2025 annual budget (October)
- i)** Final 2025 budget and operating plan (November)
- j)** Annual meeting ( December )



**Ravello Condominiums at Briarcliff**

HOA Board of Directors  
March 26th, 2024 ZOOM meeting

**Board Members:** Julie Cunningham, Dan Danford, Chris Fricke, Dennis Gordon and Curt Kretzinger

**FSR Management:** Dalton Malcolm, Mackaela Pettz

**Community:** Ken & Paulette Hedden, George & Carole Pinches, Ed Mardiat, Diane Kretzinger, Susan Pinches & Chris Hammett, Jim Calvert, Dan Weindruch.

**1. Call to Order 6:30**

**2. Consent Agenda.** *Dan moved to accept, Julie seconded, approved as written.*

- a) Approval of February meeting Minutes
- b) Delinquency Report Submitted
- c) Energize bid to add relay for fire code.

**3. Old Business**

- a) Identify 2 Welcome Ambassadors (Julie). *Lori Sand and Linda Judah have volunteered to be Welcome Ambassadors, Julie moved to accept, Chris seconded, approved. Thank you Lori, Linda, and Julie!*

**4. Routine Business**

- a) Owners Forum. *No comments or questions.*
- b) Financial Report and summary. *Dennis reviewed February financials, see board packet pages 5-10.*
- c) Special Project (terraces) use of line of credit funds: *Dennis reviewed details of special project finances, see board packet pages 13-16.*
- d) Manager's Report: Mackaela.
  - i) Kitchen exhaust vent motors: *Engineer memo reviewed, full report with recommendations will be reviewed at the April meeting.*
  - ii) Fire inspector report (FITS to add a fire alarm relay switch to Mag lock). *Energize will accomplish fix, has been discussed and approved.*
  - iii) FITS assessment of Paxton phase 2. *Due to multiple issues, Paxton phase 2 will not be implemented nor made available.*
  - iv) Paxton directory voice clarity. *Fits modified the microphone sensitivity which has improved the clarity. No further needs at this time.*
  - v) Scheduling of Advantage inspection of home's fire suppression system. *Memo will be forthcoming to plan for April dates of inspection.*

**5. New Business:**

- a) Special Assessment True Up (Dalton and Dennis). *See board packet page 16 for individual dollar amounts to be effective May 1. Current amounts will remain in*

*place until May. \$1.6m has been drawn to date. FSR has posted details on eN entitled "Special Assessment Update Mailer" and will send individually via USPS to owners detailing exact amounts of assessment per unit.*

**6. Future Business with anticipated month to be on board agenda**

- a)** Fire / Disaster plan (TBD)
- b)** Spring clean-up (April)
- c)** Status of 2024 operating plan improvements (May)
- d)** Ravello 1–3-year Operating plan (July)
- e)** Security priority recommendations for 2025 operating plan (August)
- f)** Ravello community survey for initiatives (August)
- g)** Ravello 1-year initiatives selected (September)
- h)** Lease % declaration changes (October or earlier)
- i)** Draft 2025 annual budget (October)
- j)** Final 2025 budget and operating plan (November)
- k)** Annual meeting (December)

**7. Community identified opportunities for future consideration (For future discussions)**

- a)** Thermal imaging common electrical panels.
- b)** Consider EV in our garages (task force recommends wait until terraces done)
- c)** Want to place artwork in hallways across from elevators on each floor.
- d)** Replace outside entry tiles (part of terrace construction).
- e)** Bicycle storage solution in garages.
- f)** Improve the financial statement format.
- g)** Install a low maintenance, drought resistant, low water, bluff integrated landscape.
- h)** Have electronic door openers for heavy doors.
- i)** Clean communications closets.

**The Ravello Condominium Association**  
**Financial Statement Review**  
**March 31<sup>st</sup>, 2024**

The Association began the month with \$40,287 in the operating account and \$6,074 in the reserve accounts. The accounts receivable operating balance was \$4,502, which is more than the previous month. Prepaid dues were \$13,215.

The reserve account owes the operating account \$8,504.

The Ravello Special Projects Reserve accounts owes reserves \$2,369,464.

The Ravello owes \$243,062 to the Barrington Bank & Trust Line of Credit/Loan.

The Ravello had drawn \$1,590,789 from the Wintrust Line of Credit as of 03/31/2024

Revenue for the month was \$30,721

- \$41,609 Dues Income
- \$10 Interest on Late Payments
- \$44 Garage Electric
- -\$10,942 transferred to reserves

Expenses for the month were \$23,326 vs a budget of \$25,397 which was \$2,071 less than the budget for the month. The YTD Expenses are \$87,478 vs a budget of \$123,774, which is \$36,296 under budget.

The areas where the Association is over budget (\$500 or higher) for the month of March include the following:

- N/A

The areas where the Association is over budget (\$1000 or higher) for the year-to-date period include the following:

- Meetings \$1,743 Timing Variance for Annual Meeting Expense
- Gas \$1,213

The Association ended the month with \$15,429 in the operating account and \$34,281 in the reserve cash accounts. The accounts receivable operating balance was \$2,396, which is more than last month. Prepaid dues were \$11,214.

Accounts Payable was \$1,650

The reserve account owes the operating account \$40,000.

The Ravello Special Projects Reserve accounts owes reserves \$2,382,861

The Ravello owes \$238,334 from the Barrington Bank & Trust Line of Credit. The Ravello has drawn \$1,590,789 from the Wintrust Line of Credit through March 31<sup>st</sup>, 2024.

11500 N Ambassador Drive  
Suite 360  
Kansas City MO 64153

		Operating Fund 2024	Reserve Fund 2024	Total
<b>Assets:</b>				
<b>Current Assets:</b>				
150010	US Bank Checking	15,429.02	0.00	15,429.02
180050.A10	MM-Reserve-US Bank	0.00	1,516.09	1,516.09
180050.A28	MM-Rsrv-Barrington Bank & Trust	0.00	32,765.03	32,765.03
		-----	-----	-----
	<b>Total Cash Current Assets</b>	<b>15,429.02</b>	<b>34,281.12</b>	<b>49,710.14</b>
<b>Non-Cash Current Assets:</b>				
150300	Accounts Receivable - Operating	2,395.68	0.00	2,395.68
150400	Due From (To) Reserve Fund	40,000.00	0.00	40,000.00
150600	Prepaid Insurance	12,464.64	0.00	12,464.64
180400	Due From (To) Operating Fund	0.00	-40,000.00	-40,000.00
180420	Due Frm/(to) Related Property	0.00	2,382,861.44	2,382,861.44
		-----	-----	-----
	<b>Total Non-Cash Current Assets</b>	<b>54,860.32</b>	<b>2,342,861.44</b>	<b>2,397,721.76</b>
		-----	-----	-----
	<b>Total Current Assets</b>	<b>70,289.34</b>	<b>2,377,142.56</b>	<b>2,447,431.90</b>
		-----	-----	-----
	<b>Total Assets</b>	<b>70,289.34</b>	<b>2,377,142.56</b>	<b>2,447,431.90</b>
		=====	=====	=====
<b>Liabilities &amp; Owner Equity:</b>				
<b>Current Liabilities:</b>				
250000	Accounts Payable-Operating	1,650.00	0.00	1,650.00
250110	Prepaid Dues - Operating	11,213.84	0.00	11,213.84
250251	Insurance Claim In Process	-9,149.15	0.00	-9,149.15
250253	Insurance Claim 3 In Process	1,726.07	0.00	1,726.07
250320	Accrued Expenses	2,430.36	0.00	2,430.36
280115	Prepaid SA Reserve	0.00	1,090.00	1,090.00
		-----	-----	-----
	<b>Total Current Liabilities</b>	<b>7,871.12</b>	<b>1,090.00</b>	<b>8,961.12</b>
<b>Long Term Liabilities:</b>				
280600.A28	Notes Pay-R-Barrington Bank & Trust	0.00	238,334.16	238,334.16
280600.A29	Notes Payable-R-Barrington Loan 2	0.00	1,590,788.76	1,590,788.76
		-----	-----	-----
	<b>Total Long Term Liabilities</b>	<b>0.00</b>	<b>1,829,122.92</b>	<b>1,829,122.92</b>
		-----	-----	-----
	<b>Total Liabilities</b>	<b>7,871.12</b>	<b>1,830,212.92</b>	<b>1,838,084.04</b>
		-----	-----	-----
<b>Owners Equity</b>				
350500	Retained Earnings-Operating	55,919.59	0.00	55,919.59
380200	Developer Contribution - Reserves	0.00	74,184.46	74,184.46
380500	Reserve Fund Prior Years	0.00	429,130.18	429,130.18
	Net Operating Income	6,498.63	0.00	6,498.63
	Net Reserve Income	0.00	43,615.00	43,615.00
		-----	-----	-----
	<b>Total Owners Equity</b>	<b>62,418.22</b>	<b>546,929.64</b>	<b>609,347.86</b>
		-----	-----	-----
	<b>Total Liabilities &amp; Owners Equity</b>	<b>70,289.34</b>	<b>2,377,142.56</b>	<b>2,447,431.90</b>
		=====	=====	=====

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	Mar 2024 Budget	Mar 2024 Actual	Variance	Year to Date Budget	Year to Date Actual	Variance	Annual Budget 2024
<b>Income:</b>							
402020 Dues Income	41,601	41,609.00	8.00	124,803	124,827.00	24.00	499,212
404000 Interest On Late Payments	0	9.94	9.94	0	18.57	18.57	0
404030 Move In/Move Out Fee	500	0.00	-500.00	500	0.00	-500.00	1,500
404070 Lien Fee Income-FSR	0	0.00	0.00	0	0.00	0.00	175
404565 Garage Space Electric	44	44.00	0.00	132	132.00	0.00	528
405140 Homeowners Expense Rebilled	0	0.00	0.00	0	1,824.68	1,824.68	0
409100 Reserve Fund Transfer	-10,942	-10,942.00	0.00	-32,826	-32,826.00	0.00	-131,304
<b>Total Income</b>	<b>31,203</b>	<b>30,720.94</b>	<b>-482.06</b>	<b>92,609</b>	<b>93,976.25</b>	<b>1,367.25</b>	<b>370,111</b>
<b>Expenses</b>							
<b>Administrative</b>							
601000 Management Fees	2,138	2,126.95	11.05	6,414	6,380.85	33.15	25,658
601020 Legal	1,000	0.00	1,000.00	1,000	0.00	1,000.00	2,000
601040 Audit-Review-Tax Return-Accounting	0	335.00	-335.00	0	335.00	-335.00	350
601043 Utility Benchmarking	0	0.00	0.00	0	0.00	0.00	935
601046 Audit - Workman's Comp	0	0.00	0.00	0	0.00	0.00	935
601130 Web Site Expense	0	0.00	0.00	0	0.00	0.00	495
601145 Homeowners Repair/Expense	0	0.00	0.00	0	1,824.68	-1,824.68	0
601150 Meetings	0	0.00	0.00	0	1,742.87	-1,742.87	1,500
601220 Printing-Postage-Supplies-Data Stor	100	111.40	-11.40	450	488.36	-38.36	1,750
601420 Bank Fees	25	25.00	0.00	75	75.00	0.00	300
601440 Annual Registration	0	0.00	0.00	0	0.00	0.00	40
<b>Total Administrative</b>	<b>3,263</b>	<b>2,598.35</b>	<b>664.65</b>	<b>7,939</b>	<b>10,846.76</b>	<b>-2,907.76</b>	<b>33,963</b>
<b>Insurances &amp; Taxes</b>							
601500 Insurance	5,449	4,995.08	453.92	16,347	14,985.24	1,361.76	65,384
601505 Insurance Claim Deductible	0	0.00	0.00	20,000	0.00	20,000.00	20,000
<b>Total Insurances &amp; Taxes Expense</b>	<b>5,449</b>	<b>4,995.08</b>	<b>453.92</b>	<b>36,347</b>	<b>14,985.24</b>	<b>21,361.76</b>	<b>85,384</b>
<b>Utilities</b>							
601900 Electricity	2,500	2,013.56	486.44	7,600	6,940.93	659.07	27,300
601910 Gas	1,127	990.73	136.27	5,127	6,346.90	-1,219.90	8,377
601920 Water Service	3,300	2,911.76	388.24	9,900	9,999.76	-99.76	55,120
601935 Phone/Internet/Cable	110	111.10	-1.10	332	333.30	-1.30	1,322
601940 Trash Service	1,356	1,381.50	-25.50	4,068	4,144.50	-76.50	16,272
601942 Dumpster	0	0.00	0.00	0	0.00	0.00	400
<b>Total Utilities Expenses</b>	<b>8,393</b>	<b>7,408.65</b>	<b>984.35</b>	<b>27,027</b>	<b>27,765.39</b>	<b>-738.39</b>	<b>108,791</b>
<b>Land Services</b>							
602200 Grounds Maintenance	0	0.00	0.00	0	0.00	0.00	500
602210 Ground Maintenance Contract	1,138	1,138.40	-0.40	3,414	3,415.20	-1.20	13,661
602500 Water Sprinkler Maintenance	35	0.00	35.00	105	0.00	105.00	1,680
602885 Snow Removal	0	300.00	-300.00	6,000	5,242.50	757.50	7,000
602895 Holiday Decorations	0	0.00	0.00	0	0.00	0.00	1,350
<b>Total Land Services Expenses</b>	<b>1,173</b>	<b>1,438.40</b>	<b>-265.40</b>	<b>9,519</b>	<b>8,657.70</b>	<b>861.30</b>	<b>24,191</b>
<b>Building</b>							
605000 Building Maintenance	1,000	1,420.27	-420.27	3,000	2,636.02	363.98	12,000
605012 Maintenance Contract	2,817	2,043.72	773.28	8,451	8,549.76	-98.76	33,804
605100 Exterminating	175	175.00	0.00	525	525.00	0.00	2,100
605130 Custodial	1,650	1,650.00	0.00	4,950	4,950.00	0.00	19,800
605140 Contingency - Building	0	0.00	0.00	10,000	0.00	10,000.00	10,000
605220 Roof Repair	0	0.00	0.00	2,000	0.00	2,000.00	3,000
<b>Total Building Expenses</b>	<b>5,642</b>	<b>5,288.99</b>	<b>353.01</b>	<b>28,926</b>	<b>16,660.78</b>	<b>12,265.22</b>	<b>80,704</b>
<b>Property/Infrastructure</b>							
605810 Garage	0	0.00	0.00	1,000	0.00	1,000.00	1,000

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	Mar 2024 Budget	Mar 2024 Actual	Variance	Year to Date Budget	Year to Date Actual	Variance	Annual Budget 2024
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<b>Total Property/Infrastructure Expen</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000</b>
<b>Equipment Repair &amp; Maintenance/Supplies</b>							
606010 HVAC Contract	0	0.00	0.00	0	0.00	0.00	948
606015 HVAC Repair	450	0.00	450.00	1,350	405.68	944.32	5,000
606070 Elevator Service Contract	1,027	1,146.14	-119.14	3,081	3,438.42	-357.42	12,324
606075 Elevator Repairs	0	0.00	0.00	1,500	0.00	1,500.00	1,500
606085 Equipment Maintenance	0	0.00	0.00	0	0.00	0.00	1,500
606090 Plumbing Repairs	0	0.00	0.00	500	0.00	500.00	2,000
606100 Electrical Repairs	0	0.00	0.00	0	0.00	0.00	5,000
606140 Life Safety/Fire	0	450.00	-450.00	5,485	4,717.65	767.35	6,160
606200 Hardware/Keys/Tools	0	0.00	0.00	500	0.00	500.00	500
606230 Supplies - Light Bulbs	0	0.00	0.00	500	0.00	500.00	500
606250 Supplies - Filters	0	0.00	0.00	100	0.00	100.00	400
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<b>Total Equipment Repair &amp; Maintenanc</b>	<b>1,477</b>	<b>1,596.14</b>	<b>-119.14</b>	<b>13,016</b>	<b>8,561.75</b>	<b>4,454.25</b>	<b>35,832</b>
 <b>Total Expenses</b>	 <b>25,397</b>	 <b>23,325.61</b>	 <b>2,071.39</b>	 <b>123,774</b>	 <b>87,477.62</b>	 <b>36,296.38</b>	 <b>369,865</b>
 <b>Operating Net Income +/-</b>	 <u><b>5,806</b></u>	 <u><b>7,395.33</b></u>	 <u><b>1,589.33</b></u>	 <u><b>-31,165</b></u>	 <u><b>6,498.63</b></u>	 <u><b>37,663.63</b></u>	 <u><b>246</b></u>



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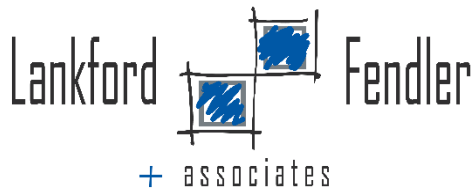
	Mar 2024 Budget	Mar 2024 Actual	Variance	Year to Date Budget	Year to Date Actual	Variance	Annual Budget 2024
<b>Reserve Income</b>							
500100 Transfer To/From Operating	10,942	10,942.00	0.00	32,826	32,826.00	0.00	131,304
500400 Special Assessment	0	3,957.00	3,957.00	0	11,871.00	11,871.00	0
501200 Reserve Interest Income	0	2.23	2.23	0	9.31	9.31	0
	-----	-----	-----	-----	-----	-----	-----
<b>Total Reserve Income</b>	<b>10,942</b>	<b>14,901.23</b>	<b>3,959.23</b>	<b>32,826</b>	<b>44,706.31</b>	<b>11,880.31</b>	<b>131,304</b>
<b>Reserve Expenses</b>							
701200 Bank Fees	0	10.00	-10.00	0	20.00	-20.00	0
702425 Outdoor Lighting	0	0.00	0.00	0	441.31	-441.31	0
709300 Engineering Services	0	630.00	-630.00	0	630.00	-630.00	0
	-----	-----	-----	-----	-----	-----	-----
<b>Total Reserve Expenses</b>	<b>0</b>	<b>640.00</b>	<b>-640.00</b>	<b>0</b>	<b>1,091.31</b>	<b>-1,091.31</b>	<b>0</b>
<b>Reserve Net Income +/-</b>	<b>10,942</b>	<b>14,261.23</b>	<b>3,319.23</b>	<b>32,826</b>	<b>43,615.00</b>	<b>10,789.00</b>	<b>131,304</b>

## Ravello Board of Directors Meeting

April 23<sup>rd</sup>, 2024

### Property Management Report

- i. Engineer report provided and included in board packet. Management seeking bid for the system and type of HVAC system that was recommended based on engineer report. ServicePlus provides quotes for this, so the board has benchmark.
- ii. Onsite work completed 4/18/2024, Energize could not connect to Paxton system while onsite to link the alarms with the Paxton panel. Energize completing digital portion and will need to schedule city inspector to provide proof of repair to receive inspection and passing certificate.
- iii. Schedule dates of May 8<sup>th</sup> and 9<sup>th</sup>. 3800 on the 8<sup>th</sup>, and 3810 on the 9<sup>th</sup>. Advantage Fire completing service, FirstService Residential will have rep onsite to go unit to unit. Owners do not have to be home but are welcome. We ask owners if they are going to be home to refrain from long dialogue and discussion as this is being done on a limited T&M basis. To avoid any issue with time delays we will need to keep them to a strict timeline for inspections.
  - a. Owners will receive reports of any issues for them to handle with Advantage. Owners will be able to have Advantage make these repairs, dependent upon the needs we may schedule a time that Advantage can be onsite at the same time again for repairs to avoid disruption to the fire alarm system/monitoring system.
- iv. Report from homeowners' insurance company and leak investigator submitted on April 12<sup>th</sup>, 2024. Mike Dee, Chad Younger from FirstService Project Management who were involved with the insurance claim have reengaged as well as Tim Presco, insurance broker for the policy.
- v. Board met with Signature. Still having issues as of this week with getting Curt access or connected, information not showing.
- vi. Awarded contract approved by board to Signature to do indepth review of the irrigation. Schedule pending.
- vii. Irrigation drip line for flower pots installed.
- viii. Flower pots installed with flowers by Signature, no charge, unexpected gift from vendor.
- ix. Atlas contracting did onsite visit of 3800 southwest corner of building to review roof lines, tile, and eaves for bat prevention options.



# PROJECT MEMO

**To:** Dalton Malcolm – First Service Residential  
**From:** Alan Lankford  
**Date:** March 28, 2024  
**Project:** Ravello Condos  
**Cc:** File  
**Re:** Kitchen Hood Exhaust  
**Project No:** 74.7415.00

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The following report is our findings of the kitchen hood exhaust system, currently installed in the buildings of Ravello.

## Existing System / Operation

Upon review of the original plans each unit has a kitchen exhaust hood with exhaust fan that is controlled on/off at the hood. Each hood is then either exhausted out the sidewall of the building via a wall cap or discharged into a common exhaust air shaft to the roof. This common exhaust air shaft is provided with a roof mounted constant volume exhaust fan that operates 24/7 365 days a year at a capacity of 1200 cfm, based on scheduled value. There was no indication of any level of fan control or makeup air being provided to the central shaft other than that ducted from the units kitchen hoods. In discussion with Jim Riddle of First Service Residential, it was noted that the building does experience negative pressure issues at different times of the year.

## Findings

The units where the kitchen hood is exhausted directly outside appear to be operating satisfactorily. The other hoods who use the central shaft to exhaust their air into is where the issue lies. The central shaft is being exhausted 24/7 365 days a year at a capacity of 1200 cfm regardless if any of the individual unit hoods are operating. This lack of adequate fan control leads to the individual units/building being put under negative pressure which varies based on how many unit kitchen hoods are operating.

## Recommendations

It is our recommendation that the existing exhaust fans be removed from the roof and new exhaust fans be installed with modulating pressure controllers. These modulating pressure controller will operate the fan according to the buildup of static pressure within the chase as each individual units kitchen hoods are turned on. As individual unit kitchen hoods are turned on, the shaft will build with pressure at which time the controller will modulate the exhaust fan to provide a negative draw on the shaft up to a maximum 1200 CFM, which would match the existing and original exhaust fan capacity. This solution will not only assist in building pressurization but will also save energy by modulating the fan based on need.

This solution can be implemented on an individual shaft basis, or on a per building basis. We recommend that all four exhaust fans be replaced concurrently.

It should be noted that this level of control and exhaust, although assisting the amount of time the building is in negative pressure will in no way eliminate the building from being under negative pressure as the kitchen unit exhaust hoods are operated.

If you have any questions concerning this, please do not hesitate to call.

END OF REPORT

Potential Unit Modification Rules  
2024 Ravello Rules  
Architectural Modification / Construction

Item i. Construction Staging

For projects approved by the unit modification process, the homeowner can use their parking stall as a staging area ( storage only but not for construction, cutting, carpentry, etc ). All of the parking stall rules apply for the temporary use of the parking stall as a unit modification staging area.

Item j. Construction Trash

For projects approved by the unit modification process, the homeowner can temporarily use the concrete platform between the buildings to house an enclosed trash receptacle for 72 hours. If trash is found outside of the receptacle ( in the yard, including tree line ) then FSR will have the trash cleaned at the cost to the homeowner. At that time, on site trash receptacle privileges will cease.

Item i. Changes to item k.