

RVRMA EXECUTIVE BOARD
Record of Proceedings
Regular Monthly Meeting
Wednesday, February 20, 2019, 5:30 p.m.
The Ranch House Meeting Room

A regular meeting of the Executive Board Members of the River Valley Ranch Master Association, in the county of Garfield, State of Colorado was held on Wednesday, February 20, 2019 at 444 River Valley Ranch Drive, Carbondale, Colorado, CO 81623 with the following people present:

Executive Board of Directors

Yvonne Perry, President
Leslie Marcus, Secretary
Todd Richmond, Treasurer
Gary Lesser, Director-at-Large
Gary Harada, Director-at-Large

Management Representatives

Sterling Page, General Manager
Kendra Ford, Community Services Manager
James Maguire, Accounting

Homeowner Attendees

Bob and Dory Libson

Call to Order

RVR Executive Board President Yvonne Perry called the meeting to order at 5:30 p.m. A quorum was established.

Approval of Agenda

Gary Lesser and Gary Harada moved and seconded to approve the agenda. The motion passed unanimously.

Consent Agenda

Leslie Marcus and Yvonne Perry moved and seconded the adoption of the Board Meeting minutes of January 23, 2019. The motion passed unanimously.

Public Comment

Announcements

- February 20: Homestead Bar and Grill will be open Wednesdays through Sundays
- March 5: Dementia Prevention Talk with Dr. Brooke Allen, Roaring Fork Neurology
- March 17: St. Patrick's Day Potluck Celebration at Ranch House
- March 20: RVR Executive Board Meeting

Ongoing events:

- Music in the Round every 2nd and 4th Tuesday of the month
- Great Decisions 8-week series continues Thursday evenings through March 28

- 3rd RVR Poker Night in March (date tbd)

Ranch House Report: Kendra

GENERAL UPDATE

Ranch House staff's goal during this winter season is to be working on clean up, organization of our records and our spaces and streamlining processes. We are brainstorming new ways of doing this at our regular staff meetings with everyone's input. We have moved the bulk of the daily newspapers as well as the dog treats to a table in the vestibule area to make them readily accessible to owners. This also cuts down on the traffic through the Ranch House, and wear and tear on the floor during the snow and mud season. We are also working on making a suitable place for the copier/printer/fax machine in the closet by the back office, so this can be easily accessed by owners without having to be in the office. We would like to continue to remind members to ask the front desk for help when needing assistance with this. We are also continuing to work on regular and consistent events for both informational and entertainment purpose and are open to ideas of what owners would like to have available to them.

Fitness

There are going to be some exciting new additions for our fitness program for the spring. We are going to have some "TAC at RVR" branded classes. TAC Fitness, Wellness and Performance Center is an incredibly successful mid valley facility with diverse expertise and staff. Some of their instructors are going to bring their popular classes from TAC to our RVR gym to broaden our offerings in both a fitness approach and options as well as time slots. There will be more information on this as we finalize our strategy with them, and we will be rolling that information out in the newsletter and at the front desk.

Programming

February 21: Great Decision Series, Part 3
February 26 :Music in the Round
February 28: Great Decision Series, Part 4
March 5: Dementia Prevention Talk with Dr. Brooke Allen
March 17: St. Patrick's Day Potluck Celebration
March 20: RVR Executive Board Meeting

Communications

There is a new section to our newsletter to support the Golf Course at RVR with keeping our homeowners up to date on the golf and restaurant events, updates and news. You will find these messages and notifications from the golf course management under "News from Golf at RVR".

We are campaigning for owners/members to send in their favorite RVR photos for the website and our social media. It would be great to have an up-to-date collection of pictures of scenery, people and happenings especially to be a part of our new RVR website which will have a featured place for such photos on the homepage.

Design Review Committee Report

Lot: H-9 (Boundary)
Review Type: Revisions

Lot: JJ-9
Review Type: Second Preliminary

Lot: HH-26
Review Type: Second Preliminary

Lot: Z-23
Review Type: Second Preliminary

Lot: H-9 (Boundary)
Review Type: Final

Lot: AA19/AA20
Review Type: Lot Combination

Operations Report- Sterling Page

GOVERNANCE

- Covenants, By-Laws, Resolutions and Policies.
 - Independent Contractor Agreements for all non-employees have been distributed.
 - An initial meeting was held with Gary Harada and Yvonne Perry to define a scope and direction for the RVR Landscape Committee (Forest Rangers).
 - Additional meetings with the IT Task Force have focused on Membership, Ranch House access, Maintenance tracking and DRC needs.
 - The Town of Carbondale Environmental board is seeking a Dark Sky Town designation and would like to have RVR participate as a Dark Sky designated community. They are available for a presentation to the board if you would like. [Dark Sky Community](#).
 - The Town of Carbondale is in final discussions on a single provider for trash services community wide. This will include RVR at the completion of our contracted service term in March 2020. When the Town makes the change, RVR will go with the same provider as the Town, once our current contract term is up. We expect a slight increase in cost and do not know if residents will be allowed to “pause” their service.

Facilities

- Ranch House
 - During our two-day closure, an attic access was installed in the hall above the elevator. Carpets were cleaned as well as a deep clean of the bathroom floors, showers and steam rooms.

- Pools & Tennis
 - The lap pool was drained for cleaning and replacement of a sub-surface light. A crack was repaired in the piping of the small spa supply line.
 - The contract for professional tennis services with Sportiva was renewed.

Grounds

- Common Areas
 - Street light bulbs are being replaced and we are in search of an LED equivalent to replace the mercury vapor bulbs currently in use that will comply with the Dark Sky standards.
- Parks
 - Work on the reconstruction of the bath room facilities in Triangle Park should start in early March.

Irrigation

- Training
 - Sterling Page, Guillermo Silvas and Juan Carlos Carrillo attended the Hunter Basic Irrigation Design and Two-wire design and troubleshooting class sponsored by CPS distributors. Sterling also attended the Rain Bird Central Control Operator training in Denver which covered programming of our computer-controlled irrigation software. Our current operating system is Cirrus 8.1.1, which we were given hands on training with factory laptops and representative.

Operations

- Old Town
 - We have had two snow removal events.
- The Settlement
 - We have had three snow removal events for North Facing homes this month. And two full removal events.
- Boundary
 - No news
- The 24
 - No news
- Crystal Bluffs
 - No news

Finance Report – James Maguire

James suggested coming up with a way to make the monthly financial statement process more efficient yet still get the data and information we need to be informed and make decisions. Currently it is a combination of custom reports that do not align with each other. Todd Richmond offered to set up a spreadsheet that will help in shortening the preparation time. James also noted if he was able to print it out of QuickBooks instead of Excel it would cut the preparation time in half.

The budget is in QuickBooks on a monthly basis so the P&L will run off it.

James reported that for the month of January on the income side, revenue was increased by \$3,000. On the expense side \$161, 000 was that was being built that has been completed. It is now a duplex, so two sets of

dues are being collected instead of one. The main single line item revenue increase is due to fees related to DRC.

James noted he met with owner Bob Schoofs who is a current signor on the existing CDs. He (James or Bob?) was able to assist with the existing institutions that hold CDs in obtaining the necessary paperwork to be signed by current Board members.

James and Sterling have talked with Edwards Jones about getting an account set up with them. The plan is to take the current CDs held with different institutions and transfer them all Edwards Jones where they will start to generate better income. Edwards Jones does not get a management fee from RVR they instead get a commission from the bank where the CDs are invested. Having the investments all with Edwards Jones will make the financial process more streamlined from a signor standpoint with only one place to change signatures instead of multiple banks.

Chad from the golf course presented a proposed water budget for 2019. RVRMA will now pay 40.5% of the water cost and in past years it was 49%. The new percentage is in keeping with RVRMA's pattern of water usage and in past years there was a credit every month from over paying. With the new percentage this year the RVRMA payout should be more aligned with our actual cost.

Todd Richmond requested a write up from James and Sterling on what is considered capital reserves expenses and the guidelines that define them and a dollar amount threshold, so everyone is on the same page.

Old Business

- Violation and fine schedule discussion

Sterling noted the Schedule of Fines he presented (attached) has two columns. Fine Amount and Recommended Fine. The "Fine Amount" comes from something that is referenced throughout the RVRMA governing documents called "Fine Schedule." The Fine Schedule as noted is a generic document which does not indicate when or how it was generated but it is currently what is laid out in existing governing documents.

Sterling explained the process as it is written in our governing documents is there needs to be a first notice of violation, the second notice of a fine and then a third notice to attend a hearing with the Board. The owner who is fined is then allowed the time to come to the Board to appeal the fine and state their case. The Board is then tasked with determining what is a reasonable fine total for the violation.

There were questions from the Board about what full enforcement of the fines would do to Sterling's workload as well as how many fines it is estimated would be issued each week. It is evident, the primary issue would be how efficient the process could be in order to not have it be a cumbersome task.

Sterling said he feels the process needs a review so there is something in place that can effectively be enforced. He also noted he feels most of the community abides by the rules but for those who don't we get neighbors who want to know what can be done about it (campers, trailers, RV's, trampolines, Christmas lights). This community is very knowledgeable about what the covenants are, and they want them enforced.

Todd Richmond requested the process be clearly delineated in layman's terms (not governance language) and asked Sterling to propose changes, including specifically where the process should be focused.

Leslie Marcus suggested a tier structure for offenses and fee structures. She also suggested a thorough plan to effectively communicate an awareness to the community when the changes will take place regarding fines and enforcement of codes.

- Short term vacation rentals

Owner Bob Libson stated he and his wife attended tonight's meeting because of the conversation around VRBOs and Airbnbs. He questioned the Board about what the driving force is behind this topic and if it has been because of complaints. He noted that what he has learned about complaints related to short-term rentals are they have generated from the larger homes which are fully rented out and create excessive cars and noise in certain neighborhoods. He requested if the Board takes any action that a distinction be considered between renting out full houses when no one is around and the renting of ADUs when owners are present. He does not believe there should be a limitation on short-term rentals of ADU's if homeowners are present. Those who bought homes with ADUs bought them with the understanding they would be able to rent it at their own discretion and for the additional income.

Todd Richmond expressed the main issue should be how does RVRMA manage the short-term rentals which impact the community. He encouraged the Board to drill down on what the current rules and guidelines are, such as the requirement to have a lease on file and what we are enforcing. He requested clearly defining the problems around the short-term rentals that the Board is trying to solve.

Gary Lesser advocates management of them and some level of restriction. Gary moved from a development where short-term rentals were not perceived as an issue early on and then this grew into an unmanageable situation which created a significant division within the community.

- Golf Update

On March 5, the Board will receive a draft report from DHM on their open space consultation. The draft report will focus on the Task 1 findings, which are their definition of open space scenarios. DHM and the Board want a consensus on open space definitions and scenarios before moving on to Task 2, which analyzes costs for each scenario

- View from the Board

This write up will happen once a month because the community seems to really appreciate the communications.

New Business

- Water Resolution (covered by James previously).
- Landscape Committee- update by Gary Harada
Gary plans to get together with Chad at the golf course as well as make calls to some other owners to put together a task force.

- North Face Park Pickleball Courts

Yvonne noted for the interested homeowners that six pickleball courts are going in by the Town of Carbondale tennis courts at the North Face Park.

- **Appointment of new Director at Large to fill open board seat**

Motion A: Resolved to officially welcome and confirm Cathy Cooney as the newest member of the RVRMA Executive Board. Cathy will fill the remainder of Ron Rouse's term, which will expire in 2021.

Motion A was moved and seconded by Director Gary Harada and Secretary Leslie Marcus.

- **Appointment of Vice President**

Motion B: Resolved to appoint Gary Lesser to the open position of Vice President of the RVRMA Board of Directors.

Motion B was moved and seconded by Treasurer Todd Richmond and Secretary Leslie Marcus.

- **Reallocation of Settlement Funds**

Motion C: Resolved that the Board approve the reallocation of \$9,290.34 in excess funds from the Settlement 2018 Operating Budget to the Settlement Painting Reserve Fund.

Motion C was moved and seconded by President Yvonne Perry and Director Gary Lesser.

- **Reallocation of Old Town Funds**

Motion D: Resolved that the Board approve the reallocation of \$4,873.64 in excess funds from the Old Town 2018 Operating Budget to the Old Town Painting Reserve Fund.

Motion D was moved and seconded by Director Gary Harada and Treasurer Todd Richmond.

- **Reallocation of RVR Master Association Funds**

Motion E: Resolved that the Board approve the reallocation of \$102,661.71 in excess funds from the 2018 RVR Master Association Operating Budget to the RVR Master Association Reserve Fund.

Motion E was moved and seconded by President Yvonne Perry and Treasurer Todd Richmond.

Adjourn

The meeting was adjourned at 6:5 p.m.

Executive Session

The Board went into Executive Session to discuss personnel matters. The meeting was adjourned at 9:45 p.m.