

RIVER VALLEY RANCH

RVRMA EXECUTIVE BOARD MONTHLY MEETING

Wednesday, April 24, 5:30 p.m.
The Ranch House Meeting Room

Executive Board of Directors

Yvonne Perry, President
Leslie Marcus, Secretary
Todd Richmond, Treasurer
Ben Johnston, Director
Gary Lesser, Director
Gary Harada, Director
Cathy Cooney, Director

Management Attendees

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

Homeowner Attendees

I. Call to Order- Establish Quorum

II. Approval of the Consent Agenda

- Approval of Consent Agenda

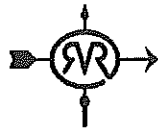
III. Approval of the Minutes

- Approval of meeting minutes of the regular Board meeting, held on March 20, 2019.

IV. Public Comment

V. Announcements

- May 1st – Water Aerobics Season
- May 4th – Tennis Kick Off Event
- May 5th – Kentucky Derby party at Homestead partnered with RVR
- May 13th –New Homeowners Meet and Greet
- May 15th - Deer Fencing Deadline
- May 18th –Poker Night
- May 23rd- RVRMA Executive Board Meeting
- May 25th- Memorial Day Weekend Hot Dog cookout and pool party
- June 5th –School is out
- June 7th – Pool and Snack Shack open for summer
- June 7th- First Friday Art Opening (Toms Door) 4:30-5:30
- June 8th – RVR Community Yard Sale



RIVER VALLEY RANCH

VI. Management Update

- Ranch House Report-Kendra Ford
- Operational Report- Sterling Page
- Finance Report- James McGuire

VII. Old Business

- Proposed Combination of Lots AA19 and AA20
- Violation and fine schedule discussion
- Golf Update
- Landscape update by Gary Harada
- Employee Handbook

VIII. New Business

- River Restoration Project Summary
- Fence Repair Responsibility- Property Owners and RVRMA

IX. Adjourn

X. Executive Session

RVRMA EXECUTIVE BOARD
Record of Proceedings
Regular Monthly Meeting
Wednesday, March 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, March 20, 2019 at 444 River Valley Ranch Drive, Carbondale, Colorado, CO 81623 with the following people present:

Executive Board of Directors

Yvonne Perry, President
Gary Lesser, Vice President
Leslie Marcus, Secretary
Gary Harada, Director-at-Large
Ben Johnston, Director-at-Large
Cathy Cooney, Director-at-Large

Management Representative

Kendra Ford, Community Services Manager

Homeowner Attendees

Steve Laverty
Michelle Hageman
Kevin Kreuz

Non-Homeowner Attendees

Donna Riley (architect for Spurriers)
Richard Stumpf (builder Lot A-18)

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 Cathy Cooney moved and seconded to approve the agenda. The motion passed unanimously.

Consent Agenda

Leslie Marcus and Gary Harada moved and seconded the adoption of the Board Meeting minutes of February 20, 2019. The motion passed unanimously.

Public Comment

There was no public comment at this time.

Announcements

- March 18: TAC Pop Up Class, Moi Cycling - 9:15 am
- March 20: TAC Pop Up Class Fundamentals and Strength - 9:15 am
- March 23: Third RVR Poker Night
- March 26: TAC Pop Up Class Epic Fundamentals - 12:00 pm
- March 30: Game Night
- April 20: Kids Easter Egg Basket Weaving with Pam Porter
- April 21: Annual Easter Egg Hunt

- April 24: RVR Executive Board Meeting

Ranch House Report: Kendra

General Update

In the next month we will be gearing up for the summer season, developing our plan for the snack shack, food and beverage options, summer programming and hiring summer staff. There are more events on the horizon such as Game Night, Free Dance Friday, Kids movie nights and our increasingly popular RVR Poker Night. There will be a lovely kids craft day with Pam Porter where kids will weave their own Easter baskets to bring to the Annual Easter Egg Hunt held on Easter Sunday with a special appearance by the Easter Bunny. The first annual St. Patrick's Day Potluck Party was a great success and had 60-70 residents in attendance. This is most definitely going to be a regular one to look forward to each year.

The Town of Carbondale voted on a Single Trash Hauler and the contract was awarded to Mountain Waste. The program is targeted to start September of 2019. When RVR's contract with Mountain Waste expires, April 1, 2020; RVR will then become part of the Town of Carbondale's trash program. This time frame is still down the road for this transition and there will be significant messaging to RVR property owners leading up to it. A few changes will occur in this transition, such as no option to hold trash services when an owner will be out of town and the fees will be based on the service level/size of trash and recycling containers. There will be four service levels and they range will be from Super Saver trash with medium recycling (\$13.84/month) to large trash with medium recycling (\$45.24/month). The fees will be reflected as part of the TOC utility bill. Your monthly homeowners' dues will be adjusted downward accordingly.

Fitness

We are sorry to announce that as of April we will be losing a long-time and very popular fitness instructor -- Suzie Matthews. Suzie has decided to take a break from teaching classes in order to free up her schedule to spend more time with her husband and travel. Since her departure coincides with the rollout of some new classes by TAC Fitness, TAC has offered to have classes during the same time slot so the dedicated attendees of Suzie's workout will still have options. TAC has held a few "pop-up" classes this week: Moi Cycling and Epic Strength Performance. The feedback has been excellent. They will do one more pop up the week of March 25 and soon will be part of the regular fitness schedule starting April 1. TAC classes will be Monday through Thursday at 9:15 am and noon, depending on the day. We will be looking for strong attendance and will monitor members' feedback regarding the options.

Tennis memberships have started to go online, and the season will be up and running by mid-April. The hard courts over by Settlement Lane opened as of today, March 20.

The ever-popular water aerobics taught by RVR resident Barbara Segul will start the first week of May and run through the summer into early fall.

We are exploring the possibility of having kids' swim classes offered a few days a week after school starting in April. - Stay tuned. We hope to have more information on this in upcoming newsletters.

Communications

“A View from the Board” is now a monthly email to RVR homeowners. It has been and will continue to go out after the Executive Board meeting to keep the community up to speed on what topics have been discussed and what is coming up at future Board meetings.

We are working on getting an announcement board for the Ranch House where residents can easily see the day’s events and programming.

The new website is in the process of being created and we will have an unveiling date on that soon.

Design Review Committee Report

The Design review applications are continuing to roll in and every indication shows the summer is going to be a busy one for new houses breaking ground and more initial reviews coming in front of us. There is going to be a lot of activity around this community this summer and fall. Below is what has happened at the recent DRC meetings as well as what is on the upcoming agenda for Thursday March 21.

Lot: Z-23, 416 Crystal Canyon
Review Type: 3rd Preliminary

Lot: HH-26. 1165 Heritage
Review Type: Final

Lot: JJ-9 (Fairway Townhomes)
Review Type: Final

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

Lot: Z-25, 424 Crystal Canyon
Review Type: Preliminary

Lot: Z-24, 416 Crystal Canyon
Review Type: Preliminary

Lot: GG-1, Bowles Gulch Drive
Review Type: Preliminary

Lot: Y-10, 162 Sopris Mesa
Review Type: Final

Pre-Construction

Lot FF-06 (above, you also mention street addresses. Why not here, too?)

Lot EE-14

Lot JJ-9

Operations Report- Sterling Page

Governance

- Covenants, By-Laws, Resolutions and Policies.
 - Independent Contractor Agreements for all positions have been signed and returned.
 - Community regulations and appropriate fines are being discussed.
 - Meetings with the IT Task Force are focusing on Membership, Ranch House access, and HOA, Maintenance tracking and DRC needs. The software seems to be focused in two different areas: Ranch House access and club features or HOA Management and operations. More work will continue April 10.
 - Meetings with the Landscape Committee, under the direction of Gary Harada, have included Sterling Page, Kendra Ford, Jen Dicuollo of DHM Design. A charter of direction is attached to this report identifying all stakeholders and focus areas.
 - Per Todd's request, purchases categorized as Capital Expenses will be defined as having a greater than \$1,000 value and more than 3-year life expectancy.

Facilities

- Ranch House
 - The contract with OTIS elevator for service was renegotiated cutting the cost from \$2,700 to \$1,200 annually.
- Pools & Tennis
 - Tennis membership applications have been sent out via email and existing tennis contacts. The Individual and summer season memberships were increased \$20 and \$15 respectively. (are these the new amounts, or the amount of the increases?)

Grounds

- Common Areas
 - Street signs at intersections have been offset to allow readability of the intersecting street name.
 - Sterling explored the possibility of using goats as a control measure on our native grass areas. Is this something that the board would like to explore further?

The Board response is they are not in favor of using goats in native grass areas. .

- Parks
 - Work on the re-siding of the bath room facilities is under way. This facility is a concrete block building with wood siding. We replaced the siding as the original was rotting in place.

Irrigation

- Contracts
 - We have retained the services of M&R (what is M&R?) professional (Rich Myers) for the spring start up and fall blow out. This contract is for April and May as well as October 2019. We plan to begin the start-up process on April 8.

Operations

- Old Town
 - We have had 2 snow removal events.
- The Settlement
 - We have had 2 snow removal events for North Facing homes this month. And 1 full removal events.

Finance Report

Yvonne noted that Todd Richmond has reviewed the financials and his summary was that everything looks good and we are on budget.

Old Business

• **Violation and fine schedule discussion**

Yvonne explained the reason the Board is taking a closer look at the enforcement policy and fines is because little has been done over the years. When there are repeat offenders the association must have something to work with in order to get people back in compliance. She further explained when a violation has been reported the policy is to give a notice of a fine and an option for a hearing at the same time. The owners can choose to pay the fine or set a hearing. Yvonne noted she feels the minimum fine should be \$100 a day as a starting point.

Ben Johnston further noted the way the policy is written is to give owners a certain amount of time to correct a cited issue and if they do not comply within the time frame then a fine is issued and hearing offered.

There was much discussion around the suggested procedures and educating the community on the enforcement policy.

Steve Laverty noted that although he has been hearing this discussion with the Board for two years, he has not really heard any data on the types of violations. He suggested the Board catalog the complaints so the community can get an idea of the nature of the complaints.

Yvonne also mentioned it seems most owners do not realize they need to provide the lease for a house whether it is rented for a day or a year. The guidelines for occupancy of a single-family home as detailed in our covenants need to be followed for rentals as well.

Ben Johnston explained the best approach for owners who want to report violations is to send the details to management in writing.

Cathy Cooney and Ben offered to spearhead a committee to make some recommendations to the Board. Rollout of a new fine schedule and process will start with a lot of warning. We need to educate the community thru the newsletter, as many of the rules have been forgotten or never learned.

• **Short-term vacation rentals/survey**

Yvonne explained the Board has learned it would be very challenging to change the RVRMA rental policy as it stands today. A change could require a significant vote by the community. However, there are two specific issues related to rentals both short- and long-term. There are restrictions to the occupancy allowed in rentals, leases are to be only two adults and their dependents and immediate relatives. All leases are required to be on file with the Ranch House.

- **Golf Update**

Gary Lesser shared that DHM recently provided the Board and Golf Committee an update on their Open Space study. They are now in the process of collecting cost estimates for each of the Open Space scenarios. Once the Board has that information, it will be published to the community as the Casper Golf Report was.

- **Landscape Committee update by Gary Harada**

Gary Harada explained once he looked closer at the landscape issues and talked with Sterling, Kendra and several residents, he came up with some thoughts on the approach.

He suggested the name of the committee be the “Irrigation and Landscape Advisory Committee.”

The charter of the committee should be to investigate and recommend solutions to the RVR Master Association Board on landscape and irrigation issues that may arise concerning:

- Design guidelines: Recommend actions on guidelines and compliance
- Homeowner requirements and issues
- Common areas: maintenance, replacement, renovation and/or updating
- Coordination of landscape/irrigation compliance activities with adjacent areas of responsibilities: i.e. RVR Golf Club, the Town of Carbondale, Garfield County and the State of Colorado
- Ensure compliance with all governmental agency rules and regulations as they may relate to landscape/irrigation activities

The composition of the committee would be; Gary Harada, Sterling Page, Kendra Ford and Jen DiCoullo (DRC representative).

The task of the Committee:

- Review current common area landscape/plant/tree status and recommend renewal, removal and replacement requirements
- Review with Design Review Committee existing landscape and irrigation guidelines and recommend updates/modifications.
- Review and understand common area maintenance service agreements as they relate to regular mowing/fertilizing
- Review and understand irrigation/water agreement with the golf course.

Gary Harada sees this as a standing committee of the four main members, but as we address various issues, we would call in experts and others who can assist on an as-needed basis.

Kendra noted the main goal to start is to get the DRC landscape guidelines revised. One step in the process will be to come up with some reasonable formulas and hypothetically apply them to some current DRC applications to see what the landscaping would look like with new numbers. How it would show up on these properties (not sure what this sentence means). Jen DiCuollo will make suggestions regarding revisions to the approved list of plants and trees. We will do an analysis of lots to see how many unbuilt lots are still left to develop to understand how many in total moving forward will be affected by the change. The other item is to look at “hydro zones” and adding more definition around what should be planted where and being smart about grouping plants based on how much water each requires. Gary Harada further noted the plan is to take all of these and incorporate them into the recommended new DRC guidelines.

New Business

- **Proposed Combination of Juliet and RJ Spurrier’s Lots AA19 and AA20**

This is the first time the RVRMA has considered a lot combination where a house was not already on one of the existing properties. There have been four other lot combinations in the past, but when applied for, the main house was already on one of the lots. Yvonne noted this is the first Board discussion around this issue and all owners within 300 feet of these properties will be notified, as legally required, about the next Board meeting where it will be presented more formally for a vote and they will have an opportunity to attend.

Donna Riley, the architect for the Spurriers, attended as their representative, shared why the Spurriers bought these two lots, with the intention of spanning a house across the two lots and optimizing their views. The reason the house rendering is located toward the back of the property, is a result of a study RJ did related to what it will look like when the build out across the street happens; the closer you are to the front of the lot the less view it will have. The garages are designed to be behind the house to not block the view.

Richard Stumpf attended as a representative of his dad, who has the adjacent lot to the Spurriers. Richard explained his objection to the way the house is shown on the initial site plan, the current rendering shows the garages and driveway, located directly in line with the master suite of the Stumpf’s home. The Stumpf’s home has not yet built. Essentially now the master suite area and backyard of the Stumpf’s house would have a large motor court and two garages/workshop next to it on the Spurrier’s property. The Stumpfs purchased the lot in 2016 and with a long narrow lot next door and the impervious restrictions, it never occurred to them that there would be anything but a backyard of a neighboring lot outside of the master suite area.

With regard to intended house size, Donna Riley noted that although the lot combination would allow for an extremely large building envelope, the plan is to design a house that is about 4,000 sq. ft. Kendra reminded the Board, the DRC does not have the ability to restrict the maximum size or location of the house so this would have to be accomplished at the onset of the lot combination if the Board felt it was necessary.

Kevin Kreuz, representing the Design Review Committee, suggested a substantial landscape barrier which could resolve the neighbors’ concerns especially with the significant setbacks. He noted the DRC did approve and recommend the lot combination and felt it was a logical position to combine the two lots.

There was continued discussion about various options and concerns and the Board noted there will not be a vote happening tonight and there will have to be thought around whether restrictions will be implemented if there is an approval.

Richard Stumpf requested a parking setback be part of the stipulation of approval which would prevent parking or garages on the very back of lot.

- **Life at the Ranch Magazine**

This publication, which has now put out several issues is not affiliated in anyway with the RVRMA. This is a completely independent publication that is marketed solely for the River Valley Ranch Community to sell advertising. The magazine approached the Board and management last year to “partner” with them so they could use River Valley Ranch in the actual title of the publication but there were concerns and business dealings we were uneasy with and we decided not to partner with them. They have also had someone named Yvonne call potential advertisers and say she is “Yvonne from River Valley Ranch.” We have let N2 publishing know this cannot continue and they have agreed to monitor this with their sales reps and be clear they are not from or affiliated with River Valley Ranch.

- **Resignation of Leslie Marcus**

Leslie Marcus announced her resignation from the RVRMA Executive Board of April 24, 2019.

Adjourn

The meeting was adjourned 6:54.

Executive Session