

RVRMA EXECUTIVE BOARD
Record of Proceedings
Regular Monthly Meeting
Wednesday, February 28, 2018, 5:30pm
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 28, 2018 at 444 River Valley Ranch Drive, Carbondale, Colorado, CO 81623 with the following people present:

Executive Board of Directors

Scott Darling, President
Yvonne Perry, Vice-President
Leslie Marcus, Secretary
Todd Richmond, Treasurer
Ron Rouse, Director-at-Large
Lani Kitching, Director-at-Large

Management Representatives

Kendra Ford, Community Services Manager
Brenda Boas, Accounting
Pam Britton, DRC
Cheyene Booher, Member Services

Homeowner Attendees

John and Caroline Moore
Steve Laverty
Richard Petri
Steve and Lynn Wolff

Call to Order

RVR Executive Board President, Scott Darling called the meeting to order at 5:30 pm. A quorum was established.

Scott Darling recognized Pam Britton’s value and contributions to River Valley Ranch. Pam has been with RVR for many years and has touched a lot of lives and has supported everyone in this most recent transition.

Approval of Agenda

Directors Leslie Marcus and Yvonne Perry moved and seconded to approve the agenda. The motion passed unanimously.

Consent Agenda

Directors Ron Rouse and Yvonne Perry moved and seconded the adoption of the meeting’s consent agenda and to approve the Board Meeting minutes of January 31, 2018. The motion passed unanimously.

Public Comment

- The owners in attendance all noted they were attending to listen and did not have specific comments or questions.

Announcements

- **March and April art installation** – Dave Clark
- **DRC Meeting** -March 15th
- **Board Meeting** – March 28th

Committee Reports

- Design Review Committee Meeting
 - **DRC Meeting – February 1st**
1235 Heritage Drive, Lot HH-13
Review Type: Preliminary Design Conference
Next Scheduled Review is March 15th
 - **DRC Meeting – February 15th**
36 Southbridge Court, Lot L-05
Review Type: Major Landscape Additions and small building additions.
Next Schedule Review is March 15th

250 Crystal Canyon, Lot Z-07
Review Type: Revisions to Approved Garage Door

Final Inspection and Certificate of Completion:
Lot EE-13
Lot AA-21

Management Update

Staff Report

Finance Monthly Financial Reports/Capital Reserve

- No updates

Human Resources

- Kendra announced Cheyene Booher's departure. She will be leaving the RVR team as of March 20th. This is a recent development due to a job opportunity for her husband in Ohio.

- Jessica and Kendra are creating the plan for summer hiring strategy, determining what positions and shifts need to be filled along with training and certification schedules for lifeguards and juice bar attendants.
- Jessica will start to work four days a week as of mid-March to prepare and be set up for the summer staff and programs.

Member Services

- **Art** – Dave Clark is the artist for the months of March and April
- **Communication** – Footsteps Marketing did a website training with Jessica and Cheyene so they can update and manage the design and look of the website as well as some of the layout and formatting.
- **Programming** – Cheyene has reached out via the newsletter for members suggestions and request for events. To date she has not received any responses.
- **Events** - As a point of clarification, Cheyene stated that this year there will be a separate Holiday Party for children, however, this is not intended to preclude them from the annual Holiday party, they are still welcome to attend the kids portion of the annual Holiday Party as well.

Facilities

- New Commercial Grade Ice Maker and Freezer have been ordered for the Ranch House both of which have three- year warranties. Lani noted that functionally the appliances were at the end of their life cycle.

Other

- Kendra and Sterling will be doing an online course for the CAM Licensing.
- The insurance for the RVR maintenance vehicles is now managed by Neil Gearing. Neil Gearing was able to provide better coverage and pricing than Progressive who we had used in the past.
- Lani noted the seasonal outside staff will be returning on March 1st.
- Regarding the irrigation she has been going around with the crew identifying some of the issues which came up last year during the blow out. The kits for the clay valve repair are in shipment so as soon as they arrive they will be getting rebuilt and going on in the ground.
- Todd Richmond suggested we consider a limit on how many lockers we rent out or reconsider the layout of the reserved lockers and spread them out throughout the locker room and possibly cap the number of reserved lockers we offer.

Operational Report (attached to minutes)

Old Business

- **Braeburn Status Update**
The RVRMA Board continues to work with the current owner and potential buyers on possible sales. Lot 7 closed today, and the buyer intends to develop it as soon as possible. They will also be paying dues for the other lots starting March 1st.
- **Woodbridge Status Update**
The RVRMA Board continues to monitor their filing and bankruptcy process. As of last month, they were current with dues. The Board has approved a small group consisting of Scott Darling, Ron Rouse, Lani Kitching, and Sterling Page, to be tasked with monitoring this activity.
- **2018 Audit**
The approach which will be taken for the 2018 audit need to be confirmed. This will be decided with Todd, Scott and Sterling.
- **Proposed Revised Board Meeting Schedule (attached)**

The following **Draft Motion A** was moved and seconded by Directors Leslie Marcus and Lani Kitching. The motion passed unanimously.

Draft Motion A: Resolved that the RVRMA Executive Board hereby adopts the revised 2018 Executive Board Meeting Schedule, as presented.

- **Proposed 11th Amendment to the RVRMA Design Guidelines (attached)**

The following **Draft Motion B** was moved and seconded by Directors Ron Rouse and Leslie Marcus. The motion passed unanimously.

Draft Motion B: Resolved that the RVRMA Executive Board hereby approves the 11th Amendment to the RVRMA Design Guidelines as presented.

New Business

- **DRC Fee Increase**
 - Increase Design Review Fee for new home construction from \$4,500 to \$5,500.
 - Increase Performance/Damage deposit from \$15,000 to \$20,000 for new home construction.
 - Increase DRC member compensation from \$100/hour to \$125/hour.
 - Increase hourly review rate from \$450/hour to \$550/hour, billed in 15 minute increments.
 - Proposed increases to be effective as of April 1, 2018

Pam Britton presented a Design Review Fees and Deposits comparison chart to show all fees associated with building a home in RVR and how they compare with similar communities in our valley and surrounding areas.

- **Initiation of Short Term Rental Information Gathering**

Scott Darling presented that he would like to kick off a fact gathering session to start to collect information on what is going on in our community with these types of rentals, to gain a sense of the impact they have on the RVR community. The idea is to figure out how to the Board can address it appropriately and yet not regulate what people do at their home.

Richard Petri asked if the dues can be increased for those who VRBO. Ron Rouse noted he sees having VRBO and/or AirBNB's as conducting commercial business in a residential community.

- **2018 Capital Reserve Priorities**

Scott Darling is going to request that General Manager, Sterling Page present a proposal to the Board of what Capital Reserve projects he would like to prioritize for 2018 and project out to 2019.

- **Thompson Park**

Thompson Park is a proposed development to go in on the northside of RVR adjacent to the Settlement neighborhood. Lani Kitching has suggested to the developer that they come to RVR to do an open house type presentation before they meet with the Town. The Thompson Park developers did agree that all construction access would take place from the northside on Highway 133 and the staging would be away from North Bridge Drive. Lani Kitching has also strongly recommended to the developers to talk to the Montessori school regarding the impact on the school as well. It was also acknowledged that the proposed development area is not part of RVR and therefore the homeowners will not have any access to the RVR amenities.

Steve Wolff expressed concern regarding the impact of the traffic especially because they have increased the density of the development abutting North Bridge from 4 single family to 7 single family and some additional multi- family units added to the project from the first presentation.

Steve Wolff stated that it was his understanding that a previous RVRMA General Manger, Ian Hause, had negotiated with the Thompson Park developer, Freida Wallis and Steve wants to know if these negotiations and letters are archived in the RVRMA records. Ron Rouse did note he was privy to those negotiations and everything that was decided is embedded already in the development.

Scott Darling recapped that the Board is keenly aware of this development possibility, however, this is primarily Town of Carbondale matter and any interested owners can attend the town's public P &Z meetings. The Board will do their best to accommodate residences who are concerned by this and have strongly encouraged the developer to do an open house forum as soon as possible.

Executive Session

The Board entered Executive Session at 6:30. The Board returned from Executive Session at 7:15 p.m.

Adjourn

It was moved and seconded to adjourn the meeting. The meeting was adjourned at 6:45 pm.