

RVRMA EXECUTIVE BOARD
Record of Proceedings
Regular Monthly Meeting
Wednesday September 26, 2018, 5:30pm
The Ranch House Conference 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, September 26, 2018 at 444 River Valley Ranch Drive, Carbondale, Colorado, CO 81623 with the following people present:

Executive Board of Directors

Yvonne Perry, President
Ron Rouse, Vice President
Leslie Marcus, Secretary
Garry Schalla, Director-at-Large
Gary Lesser, Director-at-Large
Ben Johnston, Director-at-Large

Management Representatives

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

Homeowner Attendees

Richard Heinz
Sarah Murr
Holly Glassier
Michael Waski
Matt Freeman

Call to Order

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

Approval of Agenda

Board Vice President Ron Rouse, and Director Ben Johnston, moved and seconded to approve the consent agenda. The motion passed unanimously.

Consent Agenda

Board Secretary Leslie Marcus and Director Gary Schalla moved and seconded to approve the Board Meeting minutes of August 26, 2018. The motion passed unanimously.

Public Comment

- There was no public comment. Public comment on the golf course issue will occur during the Golf Advisory Committee report in Old Business.

Announcements

Upcoming Events

- October 6th- Chili Valley Ranch Chili Cook Off and Bluegrass
- October 8th- Happy Hour for New Homeowners with Sterling and Kendra
- October 20th - Fall Community Garage Sale

Important New Dates

- December 8th -2018 RVR Christmas Party
- December 19th -2018 Annual Meeting and Community Gathering

Committee Reports

- Design Review Committee Meeting
 - DRC Meeting – October 4th
 - DRC Meeting- October 18th

Ranch House Update

GENERAL UPDATE

With the fall season setting in, we have certainly noticed the quiet around the Ranch House and miss getting to connect with so many of our owners and their families on a regular basis. Although we have dialed back our closing time just a bit with the fall season, we have kept the closing hours the same for each evening, set at 8 pm. We plan to change the weekend closing hours to 7 pm at daylight savings time starting on November 4th. We are working with our events coordinator, Jules King, to create more opportunities for everyone to come together at the Ranch House for both large and small gatherings throughout the generally quieter months. Our fitness supervisor, Becky Denning, is striving to have some kids' fitness class opportunities for after school during the fall and winter months as well as seeking out instructors who would be available to get some new adult classes on our schedule for evenings and weekends. We are working on getting the lap pool sign up online, so reservations can be made individually the same way tennis courts are reserved. Sterling and Kendra are continuing with our Happy Hour Conversations. The next one will be held on Monday, October 8th and is focused on new homeowners who have moved to RVR since the start of 2018.

MEMBER SERVICES

Art

We have wife and husband artist duo of Susan and Marshall Olson as our featured artists for October and November.

Programming

October 6th - Chili Valley Ranch Chili Cook Off event with bluegrass music by the Hell Roaring String Band.

October 8th- Happy Hour Conversations with Kendra and Sterling for new homeowners.

October 20th- Fall Yard Sale- time to clear out the winter gear.

Communications

We are working on the RVR website and continuously finding ways to make it more user friendly and the information easily accessible. This will be an ongoing project during the "off season." We are certainly open to suggestions from those who go to the website as a resource and may see ways for it to be improved from the owner's perspective.

With the need and intention to fully reach our community members when we send out important information and updates, the email list we have for owners is being audited and we are working on a mailing campaign to bring this list as up to date as possible.

We continue to work closely with our Board and the Golf Advisory Committee on keeping the RVR Community informed on the golf course issues with both email announcements and a dedicated weekly updated golf section on the website.

Human Resources

We are very fortunate to have found an extremely capable replacement for Brenda, who was also available to train him before she left. James Maguire is the new addition to our RVR team, taking on the role as our accountant. He has stepped into this role with excellent accounting knowledge and experience. James did train with Brenda while she was still here, and once he had a solid list of items to review, Brenda has been back to work with him during the past few weeks.

We are fortunate to have a wonderfully engaged Ranch House staff and have maintained weekly staff meetings, even during our busiest summer months.

Design Review Committee Report for August 2018

The last stretch of the summer season saw a true lull in DRC submittals. To date, since our last DRC update, we have had some minor requests for revisions to approved plans and minor additions to existing property. We are starting to see some new construction projects rolling in for preliminary review during the fall months.

Lot: Z-26
Owner: Miller
Review Type: Revisions to Approve

Lot: X-07
Owner: Cavarra
Review Type: Fence

Operational and Facilities Update

FINANCIAL

RVRMA

Our tax return (for what year?) was completed by Brian Smith, CPA. The return produced a tax liability of \$8,000.00. James has been diligent in meeting with Brian and gathering and re-arranging our expenses to satisfy the tax programming, thereby reducing our tax liability to zero dollars. Our accounting system is accurate, but the tax valuations formulas have changed, and we need to follow suit to avoid liability. We will be working through the organization of our chart of accounts to ensure that we are both auditable and correct in our reporting practices.

Budget Report

We have made great strides working with Todd and Yvonne on all aspects of the current and upcoming 2019 budget.

GOVERNANCE

Covenants, By-Laws, Resolutions and Policies

Barking dogs in the late evening and early morning have been reported coming from the area of Crystal Bluffs, The 24 or the West end of the Settlement. Sterling has been on site two early mornings and has not found the howling hound.

The fines schedule needs updating with clarification of enforcement policy. Perhaps this can be discussed and resolved going into the new year.

Consideration needs to be given to a revision of the parking covenants that guide our parking policy.

FACILITIES

Ranch House

Maintenance of the mechanical systems in the building is ongoing. We will replace system components as they fail and do preventive maintenance per manufacturer specifications. We will be buying replacement components to have on hand in the event of failure to minimize down times. The large pine tree between the pool and the hot tub was removed as it was cracking the pool deck.

Pools and Tennis (this was a different font than the rest of the doc)

Rec pool, slide and wading pool are closed for the season. The water aerobics class will wind down October 26th. The lap pool will remain open and the lane reservation system is moving online along with the tennis reservation system. The tennis courts will close mid-October and our maintenance crews will prepare them for the winter offseason.

GROUNDS

Common Areas

Our maintenance crews continue to do tree pruning throughout RVR. We will be doing more tree maintenance as a cost-saving effort. Most of the Cottonwood trees in our community permanently lean in the direction of the prevailing wind, generally 3 to 8 degrees from vertical. We have several Cottonwood trees that need to be taken down, as they are leaning well beyond normal and will eventually fall. The future of all Cottonwood trees will be taken into consideration as we do our community landscape review and plan this winter.

Parks

Town of Carbondale Parks restrooms will be closed October 1. We plan to do needed repairs to out buildings and dugouts this winter.

Irrigation

Usage: We received permission from the State Water Master to use our full senior water rights from the Crystal River. After implementation of TOC water restrictions, we decreased our usage from 24,308,900 gallons in July to 14,285,800 in August. Several homeowners implemented both ODD/EVEN watering as well as 50% reduction in watering times. Overall our community looks good to better (than what?).

Repairs: A sink hole in the ditch north of Lakeside along Heritage Dr. was discovered and repaired with the application of Bentonite Clay and 60 feet of pond liner above and below the sink. After repairs and removing the temporary water dam it was also discovered that the 24-inch galvanized culvert pipe under Lakeside Dr. was leaking at the center joint under the street. Our crew crawled in and installed hydraulic cement into the hole until it stopped leaking. We will monitor this fix yearly, with anticipation of a more comprehensive repair in the future.

OPERATIONS

Old Town

- The Annual meeting of the Old Town Sub-Association is anticipated for mid-October.
- The Painting of six homes is nearly complete.
- Sprinkler blow out will begin the week of October 3rd.
- The snow removal contracts are being reviewed for winter 2018/2019.

The Settlement

- The Annual meeting of the Settlement Sub-Association will be Thursday, September 27th at 3:30 pm in the conference room.
- Painting of nine homes is complete.
- Sprinkler blow out will begin the week of October 10th.

The Boundary

A Cottonwood tree blew down across RVR Dr. on September 7th. Our crew was called out and removed the tree from the street. The Boundary (Sub-Association?) was billed for this effort.

The 24

No News

Crystal Bluffs

An RV illegally parked in the public parking area throughout the year has been given written notice and will be given a tow notice with future infractions.

Old Business

Report from Golf Sub Committee re: Activities

- The Golf Advisory Committee has met *five* times since the August 22nd Board Meeting: Aug. 28, Sept. 4, Sept. 11, Sept. 18, and Sept. 25 (yesterday).
- The following is the committee charter: to recommend to the Board short-term tactics and long-term options – based on supporting evidence and data analysis
- We are continuing our focus on making sure the top priority in all we recommend to the Board is:
 - Ensuring long-term sustainability and well-being of the community
 - Preventing development that changes the nature of the community
 - And, preserving RVR property values
- **Accomplishments & Actions since last Board meeting:**
 - *Recommended to Board a counter-proposal to RVR Golf's series of proposals from summer 2018.*
 - Board adopted the recommendation and was in the process of beginning dialog with RVR Golf on the counter-proposal when the news of possible change of ownership stopped the dialogue.
 - *Drafted communication regarding prospective change of ownership of RVR Golf.*

- Communication approved by Board and e-mailed to homeowners Sept. 20th.
- *Recommended to Board weekly golf updates in RVR newsletter, beginning Sept. 28th.*
 - Board accepted that recommendation.
 - This week's communication will talk about consulting contract, and upcoming meeting with prospective new owner.
 - As you might gather from this report, the Committee and the Board are quite busy addressing the golf situation. We recognize it's important to make sure the RVR community stays updated on our progress toward an eventual recommendation on a long-term option.
 - Homeowners, after all, will eventually vote on whatever long-term option the Board recommends.
- *Finalized consulting contract with Billy Casper Golf, as recommended to Board (they approved).*
 - Consulting evaluation will take about 30 days, resulting in a report to the Board.
 - Site visit by BCG team planned for early October (business development manager, operations manager, agronomist).
 - We are coordinating site visit meetings with RVR golf pro, golf superintendent, and restaurant manager (Food & Beverage).
 - Consulting evaluation will include operational review, business plan, preliminary capital improvement plan, draft operating budget – and other info to help us assess feasibility of course ownership and operation.
 - BCG evaluation will identify possible effects of golf course closure – and other options – on RVR property values.
- *Began exploring possibilities of Open Space as an alternative scenario to golf course operation. Jeff Davlyn, from our committee, will lead a team that investigates Open Space options.*
 - Discussions underway with DHM Design Carbondale office. Committee members Paul Perry, Jeff Davlyn and Gary Lesser met today with Laura Kirk (President) and Jen DiCuollo (Landscape Architect)
 - DHM is a landscape architecture firm that has experience in designing large open spaces.
 - Will look at similar metrics as for golf course evaluation: annual operations cost, 10-year overall cost, etc.
 - This is a path that is more likely if the golf course were to close for a significant period, making it difficult to ever be a golf course again.
- *Monitoring RVR Golf's appeal of Town of Carbondale code interpretation*
 - The status is, we expect appeal to be heard by Board of Adjustments in October.
 - Board of Adjustments will be Carbondale's final authority (the appeal won't be heard by Town Trustees).
 - If Board of Adjustments upholds Town of Carbondale's interpretation, RVR Golf may litigate. This is a process that could take a while to play itself out.
- *Developing recommendations to Board for next week's planned meeting with prospective new owners of golf course: Crystal Outdoors, LLC*

Matt Freeman asked if the Board is working on making a counter offer or has the golf course already been sold.

Gary Lesser noted that at this time it is under contract. Ron Rouse explained that the transaction has not been completed and right now the Board is trying to prepare, in case we need to be acquire the property, to prevent development on the golf course. This of course would be put to a vote to the Owners. Ron Rouse

further explained as far as the current deal, the RVRMA has not seen the contract and therefore, does not know the terms or closing date.

Holly Glassier mentioned the more persistent rumor she has heard from different sources is that the buyer and the seller have a common agent which keeps it from being an arm's length transaction and the buyer is a developer who wants to do the same thing with the driving range as the current owner. She wanted to know if there was some truth to this.

Ron Rouse did confirm the seller and they buyer have both been represented by David Myler but know nothing about how things will move forward.

New Business

- **Town of Carbondale's one-carrier trash removal policy**

Yvonne Perry stated the Board has been talking to Town Manager Jay Harrington to discuss the Town of Carbondale's direction with going to one trash hauler. When this does happen, we are not sure if it will include RVR, but the Board will stay informed with Jay and provide updates as this develops. We do not know any details around this yet; it is just a preliminary discussion.

- **Discussion of additional mailboxes for packages**

Yvonne Perry explained that due to the overflow of package deliveries, especially during the holiday season, that 16 more parcel boxes will be added underneath the large table in the mail room. Sterling further explained this was a request of the Post Office and they would be stationary and a permanent feature in the mailroom. The boxes must be a US Postal Service certified box. The cost of this will be \$3,500. This will go where the recycling is now; however, there will still be a recycling bin available in the mail room.

Motion A: Resolved to approve \$3,500 for the purchase of additional package boxes for the mailroom

Motion A was moved and seconded by Directors Garry Schalla and Gary Lesser. The Motion passed unanimously.

- **Board Meeting and Annual Meeting dates for November and December**

Yvonne Perry noted the Board meeting dates for November and December as well as the Annual Meeting date had not yet been established. The proposed dates are as follows:

Motion B: Resolved that the 2018 November and December Executive Board Meeting and Annual Meeting dates are to be November 14th and December 19th.

The following **Motion B** was moved and seconded by Director Gary Schalla and Board Secretary, Leslie Marcus. The motion passed unanimously.

Adjourn

It was moved and seconded to adjourn the meeting. The meeting was adjourned at 6: 00 pm.

Executive Session

The Board entered Executive Session to discuss the 2019 Budget. The Board returned from Executive Session at 8:30 pm.

CSM

From: Bruce Barth <bruce@redhousearchitecture.com>
Sent: Wednesday, November 7, 2018 7:06 PM
To: csm
Cc: Bill Rose
Subject: Carrese - revisions to windows/doors
Attachments: 0872 DRC revisions (11-7-18).pdf

Kendra – See attached drawings for proposed revisions to window and exterior locations and sizings that Paul and Susan Carrese would like to make to their house (40 Patterson Drive). All changes are bubbled and listed below:

1. Window at Main Level Sitting area:
 - a. Existing window: 5'-6 wide x 6'-6 tall FIXED
 - b. Proposed window: 5'-6 wide x **8'-0** tall FIXED
2. Sliding door at Main Level Living Room:
 - a. Remove existing transom above door
 - b. Move door 6" north (out of corner)
3. Large window configuration at Main Level Living Room:
 - a. Move window to center of south wall (out of corner)
4. Sliding door at Master Bedroom:
 - a. Move door to south wall of Master Bedroom
5. Large window configuration at Master Bedroom:
 - a. Move window to west wall of at Master Bedroom:
6. Windows at east wall of Master Bedroom:
 - a. Remove one window and center single window in wall
7. Windows at Upper Level north wall in Hall and Bunk Room:
 - a. Existing windows: (4) 2'-0 x 2'-0 AWNING
 - b. Proposed windows: **(4) 2'-0 x 3'-6 DOUBLE HUNG with vertical mullions**
8. Egress window at east wall of Upper Level Bunk Room:
 - a. Move window north along wall 5'-0
9. Fixed window at east wall of Upper Level Bunk Room:
 - a. Existing window: 5'-0 x 5'-0 FIXED
 - b. Proposed window: **5'-0 x 3'-0 FIXED with vertical mullion**
 - c. Move window to southeast corner
10. Window in Upper Level Bunk Room south wall:
 - a. Existing window: 3'-0 x 4'-0 CASEMENT
 - b. Proposed window(s): **3'-0 x 5'-0 FIXED with vertical mullion and 3'-0 x 5'-0 AWNING with vertical mullion**
11. Skylight at Upper Level Bathroom:
 - a. Operable skylight added to roof above Bathroom

Please let me know what else you need from me, thanks.

Bruce

csm

From: Bruce Barth <bruce@redhousearchitecture.com>
Sent: Wednesday, November 7, 2018 7:06 PM
To: csm
Cc: Bill Rose
Subject: Carrese - revisione to windows/doors
Attachments: 0872 DRC revisions (11-7-18).pdf

Kendra – See attached drawings for proposed revisions to window and exterior locations and sizings that Paul and Susan Carrese would like to make to their house (40 Patterson Drive). All changes are bubbled and listed below:

1. Window at Main Level Sitting area:
 - a. Existing window: 5'-6 wide x 6'-6 tall FIXED
 - b. Proposed window: 5'-6 wide x 8'-0 tall FIXED
2. Sliding door at Main Level Living Room:
 - a. Remove existing transom above door
 - b. Move door 6" north (out of corner)
3. Large window configuration at Main Level Living Room:
 - a. Move window to center of south wall (out of corner)
4. Sliding door at Master Bedroom:
 - a. Move door to south wall of Master Bedroom
5. Large window configuration at Master Bedroom:
 - a. Move window to west wall of at Master Bedroom:
6. Windows at east wall of Master Bedroom:
 - a. Remove one window and center single window in wall
7. Windows at Upper Level north wall in Hall and Bunk Room:
 - a. Existing windows: (4) 2'-0 x 2'-0 AWNING
 - b. Proposed windows: (4) 2'-0 x 3'-6 **DOUBLE HUNG with vertical mullions**
8. Egress window at east wall of Upper Level Bunk Room:
 - a. Move window north along wall 5'-0
9. Fixed window at east wall of Upper Level Bunk Room:
 - a. Existing window: 5'-0 x 5'-0 FIXED
 - b. Proposed window: 5'-0 x 3'-0 **FIXED with vertical mullion**
 - c. Move window to southeast corner
10. Window in Upper Level Bunk Room south wall:
 - a. Existing window: 3'-0 x 4'-0 CASEMENT
 - b. Proposed window(s): 3'-0 x 5'-0 **FIXED with vertical mullion and 3'-0 x 5'-0 AWNING with vertical mullion**
11. Skylight at Upper Level Bathroom:
 - a. Operable skylight added to roof above Bathroom

Please let me know what else you need from me, thanks.

Bruce