

**RVRMA EXECUTIVE BOARD**  
**Record of Proceedings**  
**Regular Monthly Meeting**  
**Wednesday, May 31, 2017, 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, May 31, 2016 at 444 River Valley Ranch Drive, Carbondale, Colorado, CO 81623 with the following people present:

**Executive Board of Directors**

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

**Management Representatives**

Lani Kitching, Interim General Manager  
Suzie Matthews, Finance and Fitness  
Pamela Britton, Governance and DRC

**Homeowner Attendees**

Janet Carney  
Paul Ericson  
Bill LaMont

**Call to Order**

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

**Approval of Agenda**

Directors Gausnell and Richmond moved and seconded to approve the agenda. The motion passed unanimously.

**Consent Agenda**

Directors Darling and Perry seconded the adoption of the meeting's consent agenda and to approve the Board Meeting minutes of April 26, 2017. The motion passed unanimously.

**Public Comment**

- Homeowner Bill Lamont introduced himself and indicated that he was here to ask about the Board's decision to eliminate the purchasing of 'guest passes', i.e. bring guests with them when they visit the Ranch House by Thompson Corner owners.

Bill provided an overview of the history of River Valley Ranch and the inclusion of affordable housing in the Town's entitlement process that brought RVR into being. Bill offered that the many people who live in Thompson Corner contribute a lot to the greater Carbondale community.

Bill felt that it made RVR 'look bad' to have taken away the Thompson Corner owners' opportunity to bring guest with them.

President Ron Rouse gave an overview of the RVRMA Board's thinking that went into the redesigning of access rights to the Ranch House.

Bill indicated that he was a city planner for over 40 years. He stated that the PUD is a negotiated agreement between the Town of Carbondale and the developer. Bill said he feels that if there had not been the affordable housing component, RVR would not have been approved.

Board Vice-President Scott Darling stated that we were not out to 'penalize' anyone and the issue was reviewed holistically in terms of the access and impacts across all populations.

Bill stated he was asking the Board to reconsider their decision on this issue. He doesn't want RVR to have an image of being elitist. Treating Thompson Corner residents differently may create that image. One of the outstanding things that RVR can say is that they are inclusive. Bill also asked that the Board do a survey of the community on this question and gather data on Thompson Corner usage.

- Thompson Corner Resident Janet Carney. In the 17 years that I have lived at Thompson Corner I have paid over \$20,000 for access to the Ranch House. Would it be possible to track the TC usage of the Ranch House this summer? Also, if you drop your membership, you must wait out a year before you can re-sign up.
- Board Members Yvonne Perry, Scott Darling, and Todd Richmond each thanked Janet and Bill for their comments and indicated the Board will have additional conversation on this topic.
- Homeowner Paul Ericson said he enjoys living at RVR and sharing it with friends and family. Paul indicated that he supported the comments made by Bill and Janet. Paul suggested that rather than making decisions just on data, the Board should consider the human impact that the recent membership decisions have had on families.

Paul stated that we have some great facilities here: tennis, pool, and golf (somewhat). Paul stated that he would like to see some free recreation programs. He indicated, if someone has three kids that want to participate in tennis, it becomes costly. Paul suggested that as a starting point, we could invest \$2,000 (perhaps from revenue generated by the existing tennis program) and invest in free programs for adults and kids to get them interested in the sport. Paul suggested have the tennis pro teach the basics of the sport, and perhaps how to use the ball machine.

Paul would recommend 2 programs for adults and 2 programs for kids. If we could make that part of the teaching staff's contractual commitment, it would help to grow the tennis at RVR. Then this concept could be expanded to swimming and perhaps fitness.

Suzie offered that we offer our fitness classes without charge and perhaps we could adjust the programming to be more all-encompassing.

Jack suggested that the Board take this idea under advisement.

Paul stated that he would like to add that programs should be for the community's benefit, not for the employees' benefit.

## Announcements

- **May/June Art Installation** – Sheryl Bogatz
- **June/July Art Installation** – Frosty Merriott
- **July/August Art Installations** – Brooke Coon
- **Executive Board Meeting** – May 31<sup>st</sup>, 5:30pm
- **DRC Meetings** – June 1<sup>st</sup> and 15<sup>th</sup>
- **Garage Sale** – June 10<sup>th</sup>
- **USTA Tennis Tournament** – June 23<sup>rd</sup> – 25<sup>th</sup>
- **Executive Board Meeting** – June 28<sup>th</sup>, 5:30pm
- **Fourth of July Jubilee** – July 4<sup>th</sup>
- **Executive Board Meeting** – June 28<sup>th</sup>, 5:30pm

## Committee Reports

- DRC Meeting

There were no comments on the committee report.

## Staff Report

### General Update

Outdoor amenity groundwork has successfully been completed to include the (5) tennis clay courts, (2) public tennis hard courts, the pool deck resurfacing, (3) recreational pools, (2) hot tubs and various and sundry Ranch House upkeep items in preparation for the traditional Memorial Day weekend opening. The RVR grounds crew has completed full irrigation start-up with (1) main break discovered which was promptly repaired without loss or incident. Contractors service providers to include MCA grounds and basic private lawn maintenance, special services neighborhood painting, Ranch House garden scaping and cooperative efforts with the Town of Carbondale to upgrade some of our interior roads and Triangle Park play equipment has been underway. Summer seasonal positions have been filled and the full slate of seasonal recreational programming has begun. A steady stream of DRC applications for new buildouts and home improvement projects has continued with the summer construction and home repair season. The Community is operating within budget. Member services has systematically addressed incoming property owner questions in follow-up to the launch of the 2017 Guest Access Program.

**Finance Monthly Financial Reports/Capital Reserve** – The Community is operating within budget.

## DRC/Governance

- **DRC** – DRC new home construction applications have jumped in volume. The majority of new home applications under review at this time are for Spec homes.
  - Under Construction –
    - 3 new home constructions completed: *Fulton B01, Warren L04, Galli Z10 (landscape pending)*
    - 1 significant remodel completed: *Simmons HH20*
    - 8 new homes under construction: *(A42Kaegebein, Dehan AA08, Dehan AA09, Dehan AA21, Dlouhy Y13, Kennedy KK17, Garrett EE13, Greenwood Z07)*
    - 1 significant remodel (*Poncelet K12*) is under construction
    - 1 proposed new home (*Dora EE07*) has received Final DRC approval and is pursuing a Building Permit
    - 6 new home applications are under DRC review (*Lesser Y14, Miller M36, Eshelman EE14, Eshelman EE15, Aspen Development J02, Aspen Development Q02*)
    - Pre-Design conferences were held for 2 new home constructions (*Aspen Development J02, Aspen Development Q02*)
    - 2 significant backyard remodels (*Murphy M35, Johnson-Hill FF-*) received DRC approval
  - Administrative Reviews – Administrative requests are increasing as we approach springtime including repainting, fence installations, at-grade patio extensions, window replacements, driveway repaving, and landscape modifications.
  - Digital DRC Database – The Digital DRC Database has gone live; uploading of data is underway.
  - Digital Mapping of the RVR pool deck – Using satellite imagery, a map of the pool deck area has been completed to provide square footage calculations and capacity limits. Square footage and capacity calculations for the Ranch House are underway.

## Human Resources

- **Hiring** – We have been unsuccessful at recruiting an experienced replacement irrigation tech in this increasingly competitive market. We are exploring various staffing models to successfully navigate the ongoing 2017 needs as well as to structure a viable operation going forward given the anticipated transitions.
- **Mid-term Performance Evaluations** – organization-wide will begin to be scheduled at the end of this month.

## Member Services

- **Art** – The schedule of guest artists for 2017 has almost been filled! Upcoming artists include: Frosty Merriott with photography from his trip to Africa, and several other unique art displays by RVR residents and local artists. We are currently enjoying a wonderful display of contemporary paintings by RVR resident, Sheryl Bogatz. Her colorful paintings reflect her observations of the color surrounding us in nature. Her installation will be up throughout May/June.
- **Communication** – The Weekly News, Tennis News, and Business Buzz are all being produced on schedule and continue to serve as important points of communication with our owners along with select Public Service Announcements of topical importance.
- **Programming** – With the arrival of good weather this week, the Tennis and Fitness programs are in full swing! The Fitness schedule has some new additions: Foam Rolling, Beginner Adult Swim, and Insight Meditation.
- **Events** – The Memorial weekend pool opening is coming up on Monday, May 29<sup>th</sup>. Activities include the Free Hotdog Give Away, and a special drawing for essential pool gear. The Annual Garage Sale is scheduled for June 10<sup>th</sup>. The Annual RVR Classic USTA Tennis Tournament is scheduled for the weekend of June 23 – 25.
- **Summer Staffing** – All lifeguard, juice bar, front desk and swim instructor positions have been filled and training has been completed.

## Operations

- **Special Services Neighborhood Home Painting** – had a 10-day start delay due to the May snow, however the first (2) of the (19) homes scheduled are finished. The next 9 Settlement homes will follow with the 8 Old Town homes to begin after the July 4<sup>th</sup> holiday. Painting project completion is expected at the end of August.
- **Grounds and Private Lawn maintenance** – has been in effect for 6 weeks with 1 rain delay and 1 Memorial Day skip date following an uninterrupted annual turf herbicide (weed spraying) application which, given the disappearance of the dandelions, appears to have been successful.
- **Irrigation** – apart from the usual above ground winter damage to various sprinkler heads, valve box covers and other repairs able to be made in-house, the irrigation system has overall been functioning without issue despite that functional area of the operation being woefully understaffed.
- **Homeowner education** will be continued via the weekly newsletter to remind the community of the scope of RVR's basic irrigation services. This to dismiss the misperception of the capabilities offered by the Master Association's outdoor staff. Topics will include weekend and off hours special irrigation asks,

continuous customization of planting bed drip systems and private property lawn repairs and other re-dos.

- **Vacant lot and native grass weed mitigation** – Our professional contractor will be applying a treatment to noxious weeds in the vacant lots and native grass areas on June 19 & 20. Tree ring weed treatment TDB according to the YTD budget following that process. This in preparation for the bi-annual tree ring mulch replacement next scheduled in 2018.

## Facilities

- **Ranch House window pane replacement** – Alpine Glass has replaced the glass panels in 5 of 11 Ranch House failed windows shown to have broken seals. Work is being timed not to interfere with pool operations. The remaining 6 glass panels can be installed from the interior of the building which will take place in the month of June.
- **Perimeter gate security** – an electronic locking system will be installed by Mid-Valley Lock to aid in the prevention of unauthorized and unnoticed after-hours facility access via the Maintenance yard and (10) tennis court back gates.
- **A Cincinnati Insurance Risk Management representative** will be on-site June 7<sup>th</sup> to inspect our overall security set-up with a focus on the newly installed childproof pool access door handle on the Great Room door next to the coffee bar.
- **Appliance PM and repairs** – of the heavily utilized commercial washing machine, free standing freezer and Juice Bar refrigerators have been done to - hopefully preclude - any mid-summer failures as experienced during the 2016 high season.

## Other

- A refreshed Reserve Study, contracted with Reserve Advisors, will commence on-site with a visit from a facilities engineer for a day and a half starting Friday, June 23<sup>rd</sup>.
- A 5-year Capital Reserve Plan draft has been submitted as a starting point with edits and alterations expected post the engineer's thorough inspection. Currently listed items include:
  - A 5-year phased in sprinkler stem replacement project that would address extending 500 pop-up heads each year
  - Phased in replacement of 2 RVR Maintenance pick-up trucks
  - A look at enlarging the small therapeutic hot tub for compliance
  - Potentially reconfiguring the Juice Bar area to accommodate more workflow functionally reliable and updated appliances

- Replacing our plywood Maintenance Shop with a larger pre-fab fire-resistant structure
- **Our working relationship with the Town of Carbondale** continues to be cooperative and solid.
- **The Crystal River Riparian Restoration Plan** - was recently revisited in a pilot partnership between AVL, Colorado Parks & Wildlife, The Roaring Fork Conservancy, Town of Carbondale and ourselves. The reach of river under discussion is still the stretch between the Fish Hatchery and RVR South Bridge. RVR has been an active participant with the Town in that riverfront's trail restoration initiative.
- **Communication around the Glenwood Springs Grand Avenue Bridge** - Projected 95-day detour and traffic delays will accelerate to facilitate information access as we approach the actual August 14<sup>th</sup> bridge closure.

### Old Business

- No Old Business

### New Business

- **Welcome New Board Member**

Directors Darling and Richmond moved and seconded to officially welcome and confirm Leslie Marcus as the newest member of the RVRMA Executive Board, filling the remainder of Jim Noyes' term, which will expire in July of 2018. The motion passed unanimously.

- **Extending Guest Privileges to Thompson Corner Owners and RVR ADU Renters**

Directors Perry and Darling moved and seconded to extend to Thompson Corner owners and ADU renters the privilege of bringing guests to use the Ranch House facilities for the current guest fee of \$7 for an adult and \$5 for a child.

The motion passed unanimously.

### Executive Session

The Board entered Executive Session at 6:30pm to discuss personnel issues. The Board returned from Executive Session at 7:45pm.

### Adjourn

It was moved and seconded to adjourn the meeting. The meeting was adjourned at 7:45pm.