



AGENDA
RVRMA EXECUTIVE BOARD
MONTHLY MEETING
Wednesday, June 27, 2018, 5:30pm
The Ranch House Meeting Room

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
Gary Schalla, Director-at-Large

Management Attendees

Sterling Page, General Manager
Kendra Ford, Community Services Manager
Brenda Boas, Accounting

Homeowners

Agenda

Time	Agenda Item	Page(s)
I. 5:30	Call to Order – Establish Quorum	
II. 5:30	Approval of Agenda	
III. 5:30	Consent Agenda	
	<ul style="list-style-type: none">• Approval of Meeting Minutes of the Regular Board Meeting, held on May 23, 2018.	pp. 1 – 7
IV. 5:35	Public Comment	
V. 5:40	Announcements	
	<ul style="list-style-type: none">• Art Installation – Frosty Merriott is featured artist for July and August• July 4th Jubilee – Wednesday July 4th• Executive Board Meeting – July 25th• Annual Community Gathering- July 25th	



- VI. 5:40 **Committee Reports**
- Design Review Committee Meeting
 - **DRC Meeting – July 5th**
 - **DRC Meeting – July 19th**
- VII. 5:45 **Management Update**
- **Staff and Operational Report**
- Provided at meeting
- VIII. 6:00 **Old Business**
- **Woodbridge Status**
 - **Thompson Corner Status**
 - **Finalize Audit strategy and timing**
 - **Settling Pond Fence Issue**
- IX. 6:15 **New Business**
- **Compliance Issues and Resolutions**
 - **Lakeside Cattails**
 - **Renewal of Ron Rouse and Leslie Marcus**
 - **Drought and Fire Update for Community**
- XI. 6:30 **Adjourn**

RVRMA EXECUTIVE BOARD
Record of Proceedings
Regular Monthly Meeting
Wednesday, May 23, 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, May 23, 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

Sterling Page, General Manager
Kendra Ford, Community Services Manager
Brenda Boas, Accounting

Homeowner Attendees

Gary Lesser
Sarah Murr
Frosty Merriott
John Baiordo
Laura Hansen

Call to Order

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

Approval of Agenda

Directors Yvonne Perry and Ron Rouse moved and seconded to approve the agenda. The motion passed unanimously.

Consent Agenda

Directors Leslie Marcus and Yvonne Perry moved and seconded the adoption of the meeting's consent agenda and to approve the Board Meeting minutes of April 25, 2018. The motion passed unanimously.

Public Comment

Laura Hansen, owner of 201 Holland Thompson requested time to address the proposed fencing for the settling pond behind her house which was discussed at the April Board meeting. She requested more details about where the fencing will be placed, the size and style. She has expressed concerns about what options have been taken into consideration. The reasons for Laura's concern is her view from her house, because she looks directly on the settling pond. From her kitchen and the backyard, she has her fence line and the golf maintenance yard with another fence so the addition of yet another fence at the pond is of concern.

Scott Darling explained that the Board has not made any decisions on what measures they are going to take about securing the settling pond. The Board and Management have just been exploring options. He explained the contours of this pond create a steep slope which can be slippery, and it is about 8 feet deep, so they would like to take some safety measures. One of the other options which has been discussed, instead of a fence, is putting a chain of tires at each corner for an easier way out. Sterling Page explained that he has received two bids for fencing, but a final determination has not been made and he is happy to have Laura's input and will share the proposed designs with her. He did note if a fence was what they decided on, the minimum height for safety is 5 feet. Ron Rouse suggested Sterling bring a final design proposal to next month's meeting and, in the meantime, have dialogue about alternatives and trying to make it as visually pleasant as well as safe as possible for everybody.

John Bairodo, owner of 641 Northbridge raised concerns regarding the new policies around guest passes. He proposed the ideas of families being allocated a certain amount of free or discounted grandparent passes to make it a little more feasible for grandparents who are often watching children for working parents, to have access to the Ranch House with grandkids. He suggested there is a way to keep track of passes on the software used for memberships so there would not be a need for physical passes to be handed out.

Scott Darling explained the new guest policy is just at the one-year mark, the Board wants to keep this in (which does not allow for grandparents passes) but will continue to listen to concerns, keep the dialogue going and down the road in a year or so revisit the guest pass issue. The Board's intention is to go through another summer season with the policy in effect. The Board members explained a variety of the scenarios that went into consideration during the many months the guest policy was under review and in many situations the rest of the HOA would be subsidizing these type of guest passes. There are an infinite number of scenarios each home owner wants taken into consideration regarding memberships and guest passes which for most owners would not seem fair or reasonable.

Announcements

- **Art Installation** – Dave Durrance is featured artist for May and June
- **Memorial Day Party** - May 26th
- **Pool Opens for Summer** -May 26th
- **Community Garage Sale**- June 9th
- **USTA Tennis Tournament** – June 22-24th
- **Executive Board Meeting** – June 27th
- **July 4th Jubilee** – July 4th

Committee Reports

Design Review Committee Meeting

- **DRC Meeting** – June 7th
- **DRC Meeting** – June 21st

Staff Report

The entire Ranch House staff is focused on all things summer!! Our two seasonal managers Lindsey Busk and Emily Page are in full swing with their preparations for the summer season. They are hosting the summer -hire orientation this week and creating the work schedules for our seasonal staff. Jules King is planning a festive Memorial Day/Pool Opening event as well as beginning the planning and preparations for our July 4th Jubilee. The next DRC meeting has two preliminary reviews and three final reviews on the agenda with more other potential applicants to be scheduled. Becky is planning some new fitness programs for summer, taking into consideration the desire for some variety, including people moving to the outside for their exercise and recreation. We have had a great turnout and excellent feedback for the new Kids Swim Club this month, and Becky is continuing to keep kid activities at the top of her priority list moving forward.

Human Resources

Thankfully we have everyone officially in place in their new roles since Cheyene's departure and no new hires to report. With so many different transitions we understand it can be confusing of who to talk to about what, so here is a reminder of what each staff member is responsible for handling:

- Becky Denning- Fitness Director and Front Desk Manager
- Jessica Hennessey- Membership and Communications
- Brenda Boas- Accounting
- Jules King - Events
- Heather Siomiak- Purchasing and Inventory
- Emily Page- Seasonal Juice Bar Manager
- Lindsey Busk -Seasonal Life Guard Manager

We are grateful for the entire Ranch House staff, their amazing attitudes and support and commitment to teamwork. This is the most positive and willing team of ladies I have ever had the privilege to work with in my various careers.

Scott Darling mentioned for the record that Kendra and Sterling have organizationally taken all of the staff and really placed them in rolls and responsibilities they are enjoying which is evident when you walk through the ranch house.

Member Services

- **Art** – RVR resident Dave Durrance is the artist for the months of May and June. The art opening, we held for him on May 12th had about 50 in attendance. RVR Resident Frosty Merriott will be our artist for July and August, and an art opening will be planned for his show as well.
- **Programming**

May 26th – Memorial Day Weekend Pool Opening Party from 12-2 p.m. with the annual Hot Dog Event and a Raffle. Since the raffle was such a success last summer we will be adding more raffle opportunities this year.

June 9th – Community Wide Garage Sale will be taking place from 8 a.m. to 12 p.m. So far, we have 18 homes signed up for this. Residents can contact the Front Desk to get on the list.

June 19th - Kendra and Sterling will be hosting their second Happy Hour Conversations with owners. The first one was held on May 15th, and we had approximately 30 in attendance. This was a great opportunity for us to meet residents we had not yet met at our 6-month mark as well as catch up on issues and feedback without the usual workday interruptions. These will continue to take place once a month on a Tuesday evening, and we would love to have feedback and /or suggestions about these evenings.

June 22nd-24th- USTAA Tennis Tournament. This is THE tennis event of the summer, and Cristina is working on the sponsorships and the program. The USTA Tennis dinner will be held that Saturday evening in the backyard area of the Ranch House.

- **Juice Bar-** The menu and plan with Pan and Fork for fresh daily items has been finalized and will be available starting this Friday. Also, we have had a great response to the change out of our complimentary snack items at the juice bar and will continue to rotate those around with different offerings this summer.
- **Pool-** Lindsey Busk and Kendra Ford did a comprehensive walk-through with our Red Cross auditor last Friday to make sure we have all the equipment properly organized and available, along with creating updated emergency action plans, which will be discussed at this week's staff orientation.
- **Inventory Cost Analysis-** Heather Siomiak has taken on the purchasing and inventory, and has been focused on spending time with vendors, pricing, and product comparison for many of the items used daily around the ranch house. We foresee noticeable savings in these areas in the months ahead.

Design Review Committee Report

We have had a tremendous variety and increase in Administrative Review Requests since the start of the warmer weather. Sterling and Kendra have reviewed the process for administrative request submittals and approvals. We have since created an itemized form for each applicant to fill out and submit, which we believe lays out the process and requirements clearly for both the owner and for us. Although the volume of request has continued to increase, we have already noticed a difference in the time spent for both the applicant and management in the approval process.

Lot: Y-03

Owner: Dave Shepard

Review Type: Preliminary

Address: 171 Sopris Mesa Drive

Lot: Boundary Unit 9

Owner: Stowell

Review Type: Preliminary

Lot: B-05
Owner: Sandor and Amanda Benis
Review Type: Preliminary Review
Address: 653 Northbridge

Lot: HH-23
Owner: Christopher Swallows
Review Type: Landscape
Address: 1185 Heritage Drive

Lot: X-07
Owner: Carrese
Review Type: Preliminary Review
Address: 40 Patterson Drive

Lot: Y-3
Owner: Shepard
Review Type: Final Review
Address: 171 Sopris Mesa

Lot: Boundary 10
Owner: Stowell
Review Type: Second Preliminary

Lot: K-9
Owner: Cole
Review Type: Revisions to Approved

Finance Monthly Financial Reports/Capital Reserve – The Community is operating at budget with consideration of seasonal adjustment.

Regarding financials, Brenda Boas commented she and Sterling have been looking at the reserve study that was done last year and the current reserve balance looks good based on the reserve funding plan. She explained they would like to get a Capital Reserve budget together for next year, so we are sure to be putting enough into reserves and not too much and have a good plan for expenditures. Brenda also noted there is an upcoming audit which they are planning on starting July 1st.

Operations

- **Irrigation-** Water in all areas is on. We continue to field watering questions and requests around the RVR community. We were able to get start up completed with the aid of only one part-time temporary helper. After this month's meter reading it was determined that 2 meters were not functioning. They those zones. The turf is getting greener and every other day (M-W-F) or (T, Th, S) watering schedule will begin next week.

- **Grounds-** Our pre-emergent and broadleaf weed control contractor, Outdoor Services, has completed their application of herbicide on the 40 acres of streetscape. Rocky Mountain Landscape has worked out the mowing schedule throughout the community and parks area. Deer fencing removal was extended from April 15 thru May 15 community wide. Exceptions of extensions have been granted to those in the Upper Crystal Canyon Dr., Perry Ridge Dr., and Shadowood Lane areas on a personal request basis. We have received two bids for the fence around the sediment pond east of the tennis courts and adjacent to Harris Drive in the Old Town Community.
- **Facilities-** Our maintenance staff has been busy opening the pool and water features functions. All tennis courts are open and available for members to play. The juice bar has been moved to a summer service area on the east end of the Ranch House. Adult beverages will only be available at the inside bar. This should eliminate water from the pool guests on the wood floors while maintaining the ranch house atmosphere inside the main member area. Fire Extinguishers were inspected and meet current NFPA standards.
- **Painting/Staining-** Re-staining of the homes in the Settlement neighborhood is underway. Mid-Valley Painting has completed 4 of the 11 homes and plans to be complete by June 30, weather permitting. The Old Town community will be next with completion of these 11 homes in September. We will complete the color selection process for all homes on next year's list early this fall to prepare for new contracts.

Sterling addressed concerns with compliance issues and coming up with an effective process for communicating and resolving violations. Scott noted that historically we have not had a lot of process in place for compliance issues, and the goal would be to reach out to the community first and let them know what the violations are and give them a set time to resolve it. It was stressed that the Board would like to see compliance issues focused on moving forward and Owners educated on the Rules and Regulations.

Discussion came up around the timing of sprinkler systems and trash and recycling placement. Leslie Marcus mentioned when the HOA originally switched to the one provider trash service, there had been some great message about trash placement. She suggested we look back at that messaging and model it because it was very helpful and send it out again soon.

Ron Rouse commented on the deer fencing extensions. He suggested that whenever certain owners are permitted to have deer fencing up longer than anyone else then the deer go to the yards of the people who played by the rules. Extensions indirectly penalize those who stayed with the requirements. Everyone has landscaping they want to protect and there are deer year-round. If one neighbor keeps theirs up until June 15th and their neighbor takes theirs down as requested, then it is unfair to the neighbor who stayed with the policy. At some point it needs to be decided that it gets to stay up all year or there is a set date it comes down by. Ron questioned whether it is healthy by a matter of policy to continue to give one offs to people who think their situation is more important than others when it is not any different circumstances than their neighbors around them.

Todd Richmond commented that when the common areas of Old Town were treated with herbicide, there announcements and signs were missed. He noted this is a significant issue because of dogs and kids. He expressed that Old Town owners would like to see this be an organic product next year. There were comments from the Board that this would be a good switch for the overall community.

Old Business

- **Woodbridge Status**-The good news is we continue to progress through the bankruptcy. They stay current on dues and some of the lots are selling and the process has gone smoothly and the pricing on the sales are the regular market price.
- **Braeburn** – The Boundary Lot 7 has been bought and the building has started. The same Owner is starting the DRC process for Lots 9 and 10.

New Business

- **Ron Rouse and Leslie Marcus Board seats will be up in July.**

Ron and Kendra are working on timeline for a Call for Candidates

MOTION: Ron Rouse made a Motion that the Board authorizes staff to establish the schedule for soliciting interested Owners to be candidates for the Board such that we will know by June 20th who those candidates may be so at the June 27th Board meeting the Board can declare a need for an election or conclude there are only two running for two spots in which case they will be reelected.

Directors Leslie Marcus and Yvonne Perry moved and seconded the Motion. The Motion passed unanimously.

Executive Session

The Board entered Executive Session at 6:55 pm. The Board returned from Executive Session at 7:35 p.m..

Adjourn

It was moved and seconded to adjourn the meeting. The meeting was adjourned at 6:54 pm.

