

**RVRMA EXECUTIVE BOARD**  
**Record of Proceedings**  
**Regular Monthly Meeting**  
**Wednesday, March 29, 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, March 29, 2017 at 444 River Valley Ranch Drive, Carbondale, Colorado, CO 81623 with the following people present:

**Executive Board of Directors**

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

**Management Representatives**

Lani Kitching, Interim General Manager  
Pamela Britton, Governance and DRC  
Brenda Bamford, Member Services

**Homeowner Attendees**

Clarence Blackwell  
Roy Davidson  
Bob Englebrecht  
Steve Laverty  
David Thickman

**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 Darling and Richmond moved and seconded to approve the agenda. The motion passed unanimously.

**Consent Agenda**

Directors Gausnell and Perry moved and seconded the adoption of the meeting's consent agenda and to approve the Board Meeting minutes of February 22, 2017. The motion passed unanimously.

**Public Comment**

- **Roy Davidson** – I would like to advise the Board that the Energy Reports that were created for tracking energy usage and to preserve institutional knowledge, in particular the 'Notes' section that documents energy usage details for a calendar month, has not been kept up for over a year and a half. I would like to suggest that use of this tool be re-instituted.

## Announcements

- **March/April Art Installation** – Pam Porter
- **DRC Meetings** – March 2<sup>nd</sup> and 23<sup>rd</sup>
- **Executive Board Meeting** – March 29<sup>th</sup>, 5:30pm
- **Easter Event** – April 16<sup>th</sup>
- **Executive Board Meeting** – April 26<sup>th</sup>, 5:30pm

## Committee Reports

- DRC Meeting – March 2<sup>nd</sup>
- DRC Meeting – March 23<sup>rd</sup>

There were no comments on the committee reports. Pam also reported on progress with the DRC Digital Database project.

## Senior Staff Report

### General Update

Preparations are underway on all fronts for the approaching 'high season'. Maintenance is preparing for charging the irrigation system, hiring has begun for summer seasonal positions. DRC applications for construction and home improvement activity continue to increase as the spring construction and home repair season approaches. The Community is operating within budget. Member services is preparing for summertime activities and events.

### Finance

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

### DRC/Governance

- **DRC** – DRC new home construction applications have slowed down.
  - Under Construction –
    - 7 new homes (*Dehan AA08, Dehan AA09, Dehan AA21, Dlouhy Y13, Fulton B01, Kennedy KK17, Garrett EE13*); all are under construction
    - 1 significant remodel (*Poncelet K12*) is under construction
    - 3 proposed new homes (*Greenwood Z07, Kaegebein A42, Dora EE07*) have received Final DRC approval and are pursuing Building Permits
    - 4 new home applications are expected to begin review soon (*Cole, Lesser, Miller, Dixon*)
    - 2 significant backyard remodels (*Murphy M35, Blackwell KK02*) are under DRC review

- Certificate of Completion and Compliance – Rick and Joyce Galli (Z-10) and Bruce and Jane Warren have received their CO from the Town of Carbondale and their CC from RVR.
  - Jesse and Katherine Bennas (F14) and Nate and Karyn HH20) completed their home remodels and have received their CO from the Town of Carbondale and their CC from RVR.
  - Administrative Reviews – Administrative requests are increasing as we approach springtime.
  - Digital DRC Database – The Digital DRC Database has been Beta tested; minor revisions are underway.
  - TOC/RVR Mapping – Town of Carbondale and RVR are doing some collaborative sharing of digital mapping resources.
- **Governance**
    - The revised Fence regulations adopted by the Board at the February 22<sup>nd</sup> Board meeting have been posted to the Website.
    - A ‘Call for Candidates’ to fill the Board vacancy created by Jim Noyes’ resignation was announced in the Weekly news.

## Human Resources

- **Irrigation Tech** – Interviews are being conducted for a full-time seasonal irrigation tech to replace the position vacated by Larsen Close.

## Member Services

- **Art** – Pam Porter is the featured artist for March and April. Her display features a variety of clay printing images in a refreshing springtime palette!
- **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** – The Spring fitness schedule reflects some exciting new additions including ‘Yoga for Athletes’, the very popular ‘Barre’ class, Aroma Pilates, Apres Ski Yoga, Rise-Up Yoga, and the very popular HIT (High Intensity Training) class.
- **Events** – The next event coming up is the Easter Holiday event! Plans are underway, but the event will include the legendary Easter-Egg Hunt! Cheyene Booher who recently joined the Front Desk team and has a degree in event management is now leading our event efforts.

## Operations

- **Neighborhood Home Painting bids** – are beginning to come in. This year's work will include 11 Settlement and 8 Old Town homes.
- **Tree Spraying** – Aspen Tree Service completed preventative spraying of ROW/common area pine weevils.
- **Lawn Aeration** – The process of plug aeration will commence on Monday when the ground is well hydrated from expected precipitation.
- **Irrigation** – The RVR irrigation staff is preparing the irrigation system for the season. Main lines are being pressurized with laterals to be tested into next week. Community irrigation access is expected to begin in approximately two weeks, weather depending.
- **Irrigation components** - The development has 52,000 sprinkler heads, 25,000 of which are pop-ups and the most susceptible to malfunction due to close proximity to turf surface at full extension. This is due to ground compaction and poor top soil. This may become a future planned replacement consideration.

## Facilities

- **Tennis Courts** – RVR maintenance staff has been in process of preparing the tennis courts for the upcoming season, including rolling the court surface, charging the underground water system, applying fresh clay top dressing, and installing the court lines and nets.
- **Annual Pool Deck resurfacing** – is once again needed to repair recurring divots and cracks. We will evaluate the best solution to meet our needs with reputable local contractors. The repairs will start shortly, when the air temperature reaches a stable level.
- **Triangle Park** – Public restrooms which we are obligated to maintain have maintenance issues that the Field Operations staff is addressing.

## Old Business

- **Membership Access Program**

**Discussion:** Discussion of comments received at the RVR Community meetings on the Membership Access program, including the open meetings held February 28<sup>th</sup> and March 22<sup>nd</sup>, and whether any further revisions of the program are warranted at this time.

**President Ron Rouse** offered a synopsis of the recent two community meetings regarding the revised Membership Access Program including observations about the community reaction to the program, the way the

program was rolled out, and some of the challenges of building a membership access program that is equitable and preserves the rights of our primary user, the homeowners of RVR and their legitimate guests.

**Board Member Jack Gausnell** offered the observation, “At the Second meeting Ron asked ‘How many of you were **not** at the first meeting?’ It was most of the attendees.”

**Board Member Scott Darling** stated, “When our community members began to understand that we were trying to protect their asset for their use, they seemed to feel better about the program.”

**Board Member Jack Gausnell** added “We have two groups: one that says, ‘Man this is out of control.’ And others who say, ‘I have been getting guest passes for years.’

**Dave Thickman** said, “Thank you. I attended the second meeting. I believe that data is important in making decisions. Without it, how do you know that your solutions are going to address the problems?”

Secondly, those who have been here a long time look at the pool volume today and see it very differently than the early days. How much of that increase is related to natural build-out and not abuse?

Third, what does the future look like? Do we need to think about expanding facilities instead of just restricting access? Could you track access better by getting cards with chips in them that would tell you more about usage?

That is basically the message I wanted to offer. There is a feeling of something being taken away. I do understand the requirement to check your guests in. Could we try this in steps and see how things work... reduce the passes to 10 perhaps. I feel that if you are requiring people to sign in, wouldn't that take away a lot of the abuse?

**Bob Englebrecht** – “Do I understand that the fee is going to be \$7 for adults, and \$5 for kids....is there a limit to how many people you can bring a day?”

**Ron Rouse** – Yes, eight a day.

**Steve Laverty** –When I heard about the guest pass situation, I wasn't sure what to think about it. I attended the second meeting and when I heard your logic, I was totally supportive. Having been a member of many private clubs and organizations, they don't have ‘guest passes’. Usually you must be there with your guests. I think your program is an elegant and reasonable solution. Even as a newcomer to this community, it was well known that those guest passes are currency in the Carbondale community.

Board members Yvonne Perry and Scott Darling offered that a lot of thought and effort went into this revised program. The Board felt that it was best to just end the guest pass program instead of slowly reducing them. The Board is charged with thinking about the overall benefit to the community and not our personal interests.

Board members discussed whether any additional revisions should be made to the plan as currently constituted. The consensus was that no direct changes are required at this time, but the Board will have addition discussion with staff to identify some of the unique issues that may come up and how staff should handle them. Staff, Board and community members will monitor the programs it is implemented.

## New Business

- **RVRMA Executive Board Vice-President**

The following **Draft Motion A** was moved and seconded by Directors Richmond and Gausnell. Discussion was held. The motion passed unanimously.

**Draft Motion A:** Resolved, that the RVRMA Executive Board hereby elects Board Member Scott Darling to the office of RVRMA Executive Board Vice-President.

- **Pool Deck Furniture Purchase**

The following **Draft Motion B** was moved and seconded by Directors Richmond and Darling. Discussion was held. The motion passed unanimously.

**Draft Motion B:** Resolved, that the RVRMA Executive Board authorizes the planned capital replacement of pool deck furniture at the best available cost, but not to exceed \$12,500.

Interim General Manager Lani Kitching provided an overview of the proposed pool deck furniture options and selection process. She stated that repairing the old pool deck furniture costs more to repair than to do a replacement. The tables do not need to be replaced, but pool chairs, lounges, and umbrellas are part of the proposed replacement.

Board member Todd Richmond suggested that a sample of the furniture be purchased so we can evaluate them before finalizing the total purchase.

It was suggested that we evaluate any of the existing furniture that may be salvageable and keep it for special circumstances when some additional furniture might be needed.

- **Reserve Study**

**Discussion:** The Board discussed the idea of proceeding with a new or updated Capital Reserve study. The last study was done in about 2007-8. Scott Darling offered that as things are evolving and our community is maturing, perhaps it would be prudent to at least update our existing Reserve Study.

Board Member Richmond stated that Reserve studies represent a 'starting point' for long-term financial planning.

Board Member Perry stated that while Reserve Studies may not accurately predict individual timing of replacements and costs, it gives an aggregate view of how much overall funding should be in reserve, regardless of how each individual item falls.

The Board directed the Interim General Manager Lani Kitching to research Reserve study options and costs and report to the Board for potential action at the next Board meeting.

- **Board Candidate Evaluation and Selection Process**

**Discussion:** The Board briefly discussed the interview/evaluation process for Board member replacement. The Board has solicited Statements of Interest to serve out Jim Noyes current term which expires July of 2018. Several individuals have responded. The Board will reach out to schedule follow-up conversations with the individuals who responded.

### **Executive Session**

The Board entered Executive Session at 6:38pm to discuss pending painting contracts. The Board returned from Executive Session at 7:15pm.

### **Adjourn**

It was moved and seconded to adjourn the meeting. The meeting was adjourned at 7:15pm.