

**RVRMA EXECUTIVE BOARD**  
**Record of Proceedings**  
**Regular Monthly Meeting**  
**Wednesday, April 26, 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, April 26, 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  
Todd Richmond, Treasurer

**Management Representatives**

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

**Homeowner Attendees**

Janet Carney (water aerobics member)  
Dick Hart (homeowner)  
Sarah Jane Johnson (homeowner)  
Sarah McAllister (water aerobics member)  
Richard Pitre (homeowner)  
Sidney Poncelet (homeowner)  
Helga Pulis (homeowner)  
Sondra Reiff (water aerobics member)  
Colleen Rominger (homeowner)  
Phyllis Smilak (water aerobics member)  
Armand Thomas (homeowner)  
Nancy Thomas (homeowner)

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

**Consent Agenda**

Directors Richmond and Darling seconded the adoption of the meeting's consent agenda and to approve the Board Meeting minutes of March 29, 2017. The motion passed unanimously.

**Public Comment**

- Sarah Jane Johnson, a resident at RVR, described a concern about a fitness scheduling issue. Sarah asked what might be done to address her concern. Ron stated that this was a personnel issue that was evaluated carefully, and a decision was reached in the overall best interests of our community members and staff. That decision has been implemented.

## Announcements

- **April Art Installation** – Pam Porter
- **May/June Art Installation** – Sheryl Bogatz
- **Easter Event** – April 16<sup>th</sup>
- **Tennis Courts Open** – as of April 15<sup>th</sup>
- **Executive Board Meeting** – April 26<sup>th</sup>, 5:30pm
- **Tennis Kick-off Round Robin** – April 29<sup>th</sup>, 10:00am
- **DRC Meetings** – May 4<sup>th</sup> and 18<sup>th</sup>
- **Memorial Day Event** – May 27<sup>th</sup>
- **Executive Board Meeting** – May 31<sup>st</sup>, 5:30pm
- **Garage Sale** – June 10<sup>th</sup>

## Committee Reports

- Design Review Committee Meeting
  - **DRC Meeting** – April 6<sup>th</sup>
  - **DRC Meeting** – April 20<sup>th</sup>

There were no comments on the committee reports.

Pam advised that a new practice related to Real Estate sign posting is being implemented. Realtors wanting to post a For Sale sign will notify Pam Britton who will schedule the installation. RVR maintenance staff will install the posts and Realtors will install the sign post. A \$50 service fee will be charged to the Realtors for the installing and removing of the sign post. This information has been posted on the RVR website, in the Library on the Realtor page.

## Staff Report

### General Update

Preparations are underway on all fronts for the approaching 'high season'. Field Operations has charged and pressurized the irrigation system with end point testing of lateral lines, irrigation heads and drip systems underway, hiring has been completed for summer seasonal positions and outdoor programming has begun. 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 special events and the implementation of the 2017 membership and guest access protocols.

### 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
    - 2 new home applications have begun preliminary review (*Lesser Y14, Miller M36*)
    - Pre-Design conferences were held for 2 new home constructions (*Eshelman EE-14 and EE-15*)
    - 2 significant backyard remodels (*Murphy M35, Johnson-Hill FF-*) are under DRC review
  - Administrative Reviews – Administrative requests are increasing as we approach springtime including repainting, fence installations, at-grade patio extensions, window replacements, 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

- **Irrigation Tech** – We are currently interviewing full-time seasonal irrigation tech applicants to replace the position held by Larsen Close. In order to operate within the annual grounds and irrigation start-up timeline temp labor has been retained to assist staff with these procedures.

## Member Services

- **Art** – Pam Porter is the featured artist for April. Her display features a variety of clay printing images in a refreshing springtime palette! RVR resident, Sheryl Bogatz, is the featured artist for 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** – 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 Easter Holiday event was well attended and well received. The next event will be a summer kick-off for the pool opening on Saturday, May 27<sup>th</sup>. Cheyene Booher who recently joined the Front Desk team and has a degree in event management is now leading our event efforts!
- **Summer Staffing** – All lifeguard, juice bar, front desk and swim instructor positions have been filled. Training will begin early May.

## Operations

- **Neighborhood Home Painting Bids** – have been received. Full inspections of all 19 structures eligible for painting have been completed by the painting contractor and a final review of actual cost to budget is taking place.
- **Grounds and Private Lawn maintenance** – has been initiated. Spring cleanup to include fresh edging of the Common Area parkways has been ongoing. Mowing will commence in early May following turf herbicide (weed spraying) application – weather and irrigation dependent.
- **Irrigation** – The ditches are running, both mains have been successfully charged and pressurized and crews are out testing the system’s integrity prior to initiating the timers. This is a tedious process that’s often interrupted by unexpected breaks, tree root constrictions and construction compromise however, the process is moving along and full irrigation of the Master Common Areas is expected to begin in mid-May.
- **Dandelion mitigation** – Our professional contractor has driven the property to determine that at least half of the broadleaf species are still dormant due to cold, dry conditions. Weed spraying will commence at the end of the month when herbicide application will be the most effective.

## Facilities

- **Tennis Courts** – RVR maintenance staff has readied 4 of the 5 RVR clay courts for play. As was highlighted in the April 13<sup>th</sup> newsletter the process of preparing the tennis courts is also weather dependent due to extreme fluctuations in air temperatures this time of year.
- **Annual Pool Deck resurfacing** – **Hunter Construction Inc., a Carbondale company, has been retained to** repair the recurring spalling, and other cracks. Work is expected to commence next week.

- **Property-wide Masonry repairs – Sopris Stone LLC.**, a Glenwood Springs company, has been retained for minor repairs or replacement of all loose, fallen and missing stone on the RVR Monuments, both bridges, Ranch House and Tennis Facility. Work will be completed this week.
- **One pool pump, parts and filters** – for the recreational and kiddie pools have been received to be installed by Vintage Spa prior to pool season opening.
- **Pool Deck furnishings** – Commercial Grade replacement furnishings have been identified, field tested and ordered. To remain within the approved “Planned Replacement Budget” 2 dozen replacement chaise lounges are expected to arrive on or around May 5<sup>th</sup> and 40 replacements for the existing 65 table chairs are expected to arrive on or around May 10<sup>th</sup>. We will be reusing 25 of the best original chairs to round out our outdoor furnishing needs.
- **Pan and Fork Restaurant** – The restaurant and RVR management are working together to identify possible ‘community based’ specials and activities.

## Old Business

- **Reserve Study Update**

**Discussion:** Ron offered that he would prefer to have the same organization evaluate both the useful life and the replacement value of capital assets rather than having those two determinations made by different entities.

Todd agreed with that concept, especially since the value of a Reserve Study is largely related to maintenance of our capital assets. The challenging part of this process, which the Board has to undertake, is using the baseline replacement value information and fitting that into our on-going budget planning.

Ron offered that if we are going to use this information for our budget planning, we need to have this Reserve information available around August before the budget information goes out in September.

Richard Pitre asked if the State of Colorado requires HOA’s to do Reserve studies. Todd and Pam confirmed that per the Colorado Common Interest Owners Act (CCIOA), HOAs are not required to have a Reserve study.

## New Business

- **Water Aerobics Programming**

**Discussion:** Discussion on water aerobics participants’ request to add a third day to the existing two days per week of Water Aerobics programming.

- Dick Hart stated that he has found the water aerobic classes very useful.
- Colleen Rominger stated that water aerobics has been a tradition at RVR for ten years. Most participants are in their 70's and 80's and cannot participate in many of the hard surface fitness activities but can do the water-based fitness activities. She felt the problem with having the class twice a week is that there is such a big gap....5 days....when there is no water aerobics. She offered that Barbara is a wonderful instructor and that it is more like a therapy than a fitness class. She said, 'We are asking you to add back the third class.'
- Helga Pulis said we have had as many as 25 participants in the class. Suzie clarified that water aerobics is the only class where non-homeowners can participate.
- Sarah McAllister stated, "I see how this class benefits those in their 70's and 80's. We enjoy this so very much. I am so grateful to get to come to the water aerobic class."
- Phyllis Smilak stated that two neuro surgeons told her she needed surgery. And that water aerobics has made a difference in her mobility. She state, "I have watched the lap pool and many, many times there is no one else using the lap pool.
- Sondra Reiff stated, " I have been in this class for several years. It is an incredible class and I am grateful to get to attend. I understand that the lap swimmers don't like the extra heat, but I do think there is a way to make things work."
- Lani offered that as we approach build-out of our community there is greater pressure on our facilities by our increasing number of homeowners. She stated, "It takes 2 hours to heat up the lap pool and 2 hours to cool down which has an impact on our lap swimmers. We are not a therapeutic facility but rather a fitness facility. This was a programming decision to more globally address the demographics and needs of the greater community." Lani pointed out that Friday is a very active day in the summer, the pool areas specifically. She said that we have talked about offering another day without heating the pool, and have done that in the past, but it seems not to have worked.
- Suzie indicated that the Ageless Fitness, Tai Chi, and Yoga for All classes have been offered as another opportunity for the community of individuals who participate in the water aerobics class. She indicated that if any of these classes have gotten too vigorous, she will work with the instructors. The instructors are generally good adapting the level of the class to the participants.
- Scott offered that we have a large and varied community and we continually work to try to meet the needs of all community members within the budget and resources available. Everyone needs something different; and we do the best we can to try to round that out.
- Helga Pulis asked if it would be possible for the Water Aerobics class to be held in the large pool one time per week.

- Scott asked if the water aerobic participants would be willing for the class to be held without the lap lanes being heated.
- Richard Pitre asked what the water temperature difference is. The normal temperature is 81 degrees and the temperature for the water aerobics class is 85 degrees. Start heating the water at 6:00am to have it heated for the Water Aerobics class.
- Janet Carney said, “We used to do water aerobics in the large pool. We would have 30 – 35 people. The temperature was ideal.”
- Lani pointed out that all the fees that participants pay for the class go to the instructor of the class. The costs of additional heating of the pool are absorbed by the residents of RVR. She also stated that lap swimmers tend to avoid the lap lanes on days when there is water aerobics. Some of our homeowners swim at the Carbondale community pool because the temperature is just too much.

Board President Ron Rouse thanked all the participants for their input. He stated that we must consider the needs of the entire community. We will take into consider the things that have been stated.

Scott Darling echoed Ron’s comments and thanked everyone the way the conversation was managed.

### **Executive Session**

The Board entered Executive Session at 7:00 to discuss contract and personnel issues. The Board returned from Executive Session at 7:35pm.

The Board selected RVR homeowner Leslie Marcus to fill the remaining months of Jim Noyes’ Board position.

### **Adjourn**

It was moved and seconded to adjourn the meeting. The meeting was adjourned at 7:36pm.