

RVRMA EXECUTIVE BOARD
Record of Proceedings
Regular Monthly Meeting
Wednesday, March 28 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, March 28, 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
Lani Kitching, Director-at-Large
Gary Schalla, Director-at-Large

Management Representatives

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

Homeowner Attendees

Gary Murr
Sarah Lesser
Christi Small
Sandy Kister

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 Lani Kitching moved and seconded to approve the agenda. The motion passed unanimously.

Consent Agenda

Directors Lani Kitching and Gary Schalla moved and seconded the adoption of the meeting's consent agenda and to approve the Board Meeting minutes of February 2018. The motion passed unanimously.

Public Comment

- The Owners in attendance all stated they were there to listen and did not have any specific items to bring to the Board.

Announcements

- **Art Installation** – Dave Clark
- **Easter Event**- Sunday April 1st
- **Tennis Program** – April 16th
- **Trash Service** – \$1.00 increase starts April 1st
- **Executive Board Meeting**- April 25th

Committee Reports

- Design Review Committee Meeting
 - **DRC Meeting** – April 5th
 - **DRC Meeting** – April 19th

Staff Report

General Update

The RVR Ranch house and maintenance teams are preparing for the summer season. Hiring has begun for the summer seasonal positions and orientations and trainings scheduled, maintenance is preparing the tennis courts and irrigation system and our landscaper contractors are starting up their work with the spring season. DRC applications for construction continue to increase. The next DRC meeting has three final reviews on the agenda and two preliminary reviews as well as potential for some to be added on in the interim. DRC has had two recent requests for pre-design conferences for lot owners who are starting the process and other similar inquires.

Finance Monthly Financial Reports/Capital Reserve – The Community is operating within budget with consideration of seasonal adjustments and early spring efforts.

Human Resources

- Cheyene Booher's last day was March 20th. Cheyenne handled Member Services, Fitness and Events.
- Becky Denning will start as a full-time employee as of April 1st and will be with us Monday through Friday. She will be continuing here position at the Front Desk as Front Desk and Hospitality Supervisor as well as managing the Fitness programs, schedules and instructors.
- Jessica Hennessy is stepping into the Member Services role as well as keeping many of her current responsibilities.
- We have a desire to provide more regular organized activities and events to home owners so with that in mind we are still working on who will be manage the current and new events. The next upcoming Easter event is fully planned and organized, and Jessica, Becky and Ana will oversee it. We anticipate having an update on who will be our event planner in the next week.

Member Services

- **Art** – Dave Clark is the artist for the months of March and April.
- **Communication** – The weekly newsletter, Business Buzz and Tennis News continue to serve as important points of communications and go out as scheduled. Jessica Hennessey will now oversee all Ranch House communications.
- **Programming** – Two significant spring programs will be starting up in the next few weeks. Water Aerobics will launch on Monday April 2nd and is schedule for Monday, Wednesday and Fridays at 10 a.m. for the months of April and May and 9 a.m. for June through the summer. We began the roll out of the 6 -month and 3- month tennis memberships on March 9th and the season will officially open on April 16th.
- **Juice Bar**- We have made some changes to the coffee and tea service with improvements to the quality, eliminating surplus of waste along with significant cost savings. We are managing to meet these goals and upgrading to locally roasted coffee.

We are looking to team up with Pan and Fork to provide fresh, affordable and healthy options for the summer both directly from them.

Design Review Committee Report

The approved increase to the DRC Fees will be in effect April 1, 2018. All DRC forms with details, and requirements of related fees, have been updated as well as posted to the website.

- Lot: K-09
Owner: Cole
Review Type: Revision to Approved (repositioning house on lot)
Address: 45 Crystal Canyon Drive
- Lot: L-05
Owner: Rehl
Review Type: Final Design Landscape/Remodel
Address: 36 Southbridge Court
- Lot: K-10
Owner: Cook
Review Type: Preliminary Review
Address: 53 Crystal Canyon
- Lot: Boundary -7
Owner: Stowell
Review Type: 1st Final Review

Operations

- **Irrigation** - Cla-Valves have been overhauled and re-installation is complete and main line leaks that were known at the end of last year are being repaired. Water is scheduled to be available starting the 2nd week of April. Maintenance on all fuel operated equipment has been completed and logs created for ongoing time and use based upkeep. Maintenance and irrigation sheds have been cleaned and inventoried. All work tasks are being entered and tracked in the RVR Maintenance calendar of Outlook.

Grounds

- Tree removal and replacement policies are being firmed up with TOC Public Works.

Scott Darling commented that RVR is going to be working with the Town of Carbondale on a long -term plan for how to handle the tree removal replacement process to satisfy their requirements without further contributing to areas in RVR already too dense with trees.

Christi Small mentioned that years ago there were trees in Orchard Park which were all cut down and she was wondering if there was a plan to replant at some point, some orchard style type trees. She suggested that if it is required by the Town when certain trees are cut down to possibly use Orchard Park as an option for somewhere to replace them in the community.

- Application has been sent to TOC for a cross walk at River Valley Ranch Dr. and Lamprecht Dr. for the safety of resident students catching the morning bus to school.
- Our spring/summer contractors are scheduled to begin their work appropriately.
- We are in the process of reviewing proposals by Aspen Tree Service for this season.

Facilities

- Har-Tru tennis materials have arrived, and courts are being prepped for the new season.
- Floats were installed under the lap pool cover to allow the front desk closers to more easily perform this task.
- The Conference room has become more multi-purpose with the spin bikes located here. All chairs and tables are stored in the closet.
- RFP for replacement of the out of code steps between court 1 and 2 has been sent out. This will need to be completed by April 15 to be ready for tennis season or wait for fall closing.

Other

- Kendra and Sterling are continuing online classes for CAM Licensing.
- A capital spending budget based on priorities listed in the June 2017 Full Reserve Study will be on next month's agenda.
- A full financial audit vs. financial review. have been priced by Brian Smith CPA, who currently does our taxes and Corey Enloe, a financial advisor and former RVR Owner.
- A proposal has been made to us for the installation of Fiber Optics in the RVR community and an informational presentation will be scheduled for residents.

Lani Kitching mentioned that Garfield County recently completed a broadband analysis and strategic plan and allocated \$200,000 to a capital budget for equipment for rural areas and applied for a DOLA grant to assist with the core equipment cost. Under this program Garfield County would buy the equipment and be the network owner, like Pitkin County. There is current discussion about wireless network for the Colorado River Valley as well as the Roaring Fork Valley in consideration of non-competition for overlapping service areas. She was noting this at this time as we are looking to go through the private sector for broadband and the community that the County is also on this and looks like something will go forward-just as information to have as part of the research.

Old Business

- **2018 Audit**

This was discussed during the operational report.

- **Woodbridge Status**

Scott Darling addressed this and explained that everything is status quo as Woodbridge remains current and we continue to monitor the situation with their holdings in RVR.

- **Thompson Park Update**

Scott Darling noted that the developers did come in and did an hour presentation and some RVR Owners also attended the P&Z. The outcome of the P&Z meeting was the Thompson Corner developers did get a continuation along with a laundry list of items which they need to address, such as traffic issues, density, building, streets and infrastructures. They will be back in front of P&Z on April 12th.

New Business

- **RVR trees and forest approach**

Scott reminded that this was also covered during Sterling's Operational Report and the primary goal is to start to map out policies and procedures around trees and how this will be handled long term.

Adjourn

The meeting was adjourned at 6:22 pm.