

RVRMA EXECUTIVE BOARD
Record of Proceedings
Regular Monthly Meeting
Wednesday, August 21, 2019, 5:30 p.m.
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, August 21, 2019 at 444 River Valley Ranch Drive, Carbondale, Colorado, CO 81623, with the following people present:

Executive Board of Directors

Yvonne Perry, President
Gary Lesser, Vice President
Ben Johnston, Secretary
Cathy Cooney, Director-at-Large
RJ Spurrier, Director-at-Large

Management Representatives

Sterling Page, General Manager
Kendra Ford, Community Services
Manager

Homeowner Attendees

Leslie Marcus
Doug Factor
Nina Factor
John Shurman
Laura Hanssen
Cindy Barnes
Katie Marshall

Call to Order

RVR Executive Board President Yvonne Perry called the meeting to order at 5:30 p.m. A quorum was established.

Approval of Minutes and Consent Agenda

Directors RJ Spurrier and Cathy Cooney moved and seconded to approve the agenda and the adoption of the Board Meeting minutes of July 24, 2019. The motion passed unanimously.

Public Comment

Leslie Marcus inquired about the replacement plan for playground equipment that was removed a few years ago at Orchard Park. RJ Spurrier offered to facilitate this process with his experience and resources from heading up the playground committee for the Ross Montessori school.

Doug Factor expressed some concern about what he feels are some issues with the tennis program as it relates to clinics and lessons. Homeowners, tennis members and non-members can all book lesson and clinics and no priority is given. As a result, he said homeowners can often not get tennis lesson at the times they want because those times have been reserved by tennis members and non-

members. He also mentioned that when the tennis courts need repair and replacement it is the homeowners whose funds go toward those expenses, so he feels owners should get priority. Doug suggested that a tennis committee be formed (which existed previously) to revisit the logistics and guidelines around the tennis program.

John Sherman was in attendance to discuss what he sees as an issue of regular speeding through RVR and questioned how this issue can be addressed. The Board informed him that any measures taken to temper the speeding need to be addressed by the Town of Carbondale since the roads in RVR are public.

Announcements

- August 22: Pickleball Informational Event with Jim Noyes
- August 24: Dive in Movie
- August 25: Poker Lessons/Poker Night
- September 3: last official day of pool and snack shack
- September TBD: Game Night
- September 25: Executive Board Meeting

Ranch House - Operational - and Finance Reports

Ranch House Report – Kendra Ford

General Update

It is hard to believe: the time is here already for the summer season to start winding down. This is our first week (August 19) of no lifeguards and no snack shack during weekdays. We will have the slide running and lifeguards on stand for the next two weekends through Labor Day. However, the outside snack shack is officially closed for the summer. Ice cream and some other basics snacks and drinks will be available at the juice bar inside during the next few weekends. With school back in session and many of our summer staff available on a very limited basis, our services are limited as well, and we so appreciate everyone's flexibility and patience during this period of transition. We will be moving toward fall Ranch House hours shortly after Labor Day weekend. The facilities will be closing at 8 pm every evening starting the weekend of September 6.

We had an excellent turnout of owners for our Annual Community Gathering at the end of July and appreciate those of you who came to listen and participate as well as our staff who handled all of the behind-the-scenes details to make the evening come together.

In the month of July, the Ranch House had 5,557 member visits (4,872 in June) and 1,286 guest visits (891 in June) for an average of 228 per day. Staffing did not increase in the month of July.

Member Services

- **Pool:** The pool will be staffed with lifeguards the weekends of August 24 and August 31.
- **Snack Shack:** Outside service **closed** for the summer.
- **Events:** We had the first annual high school and college kids pool party on August 14 from 8:00-10:30pm and had approximately 40 in attendance.

Saturday, August 24 will be the always-anticipated summer Dive in Movie event. The pool will close at 4pm that day in order to allow for the staff and time needed to prepare for it.

We also plan to schedule another Happy Hour Conversation evening with new owners in the fall. There has been an average of at least four sales transactions a week so we know there a lot of new members in the community and we would love to have an opportunity to connect with everyone.

- **Communications:** This fall our staff will be compiling something along the lines of a PowerPoint presentation/video for a new homeowner orientation. Our goal is to provide information to new owners right at the start. The presentation will include items like what the Ranch House is all about, who to contact for what type of request and questions, the DRC and administrative review process, what is available on the website and where to find it and everything in between.

We know you hear from us regularly, but we would also love to hear from you so if you have suggestions, comments or feedback on what you would like to see happening in our community, **please** email Kendra at csm@rvrcommunity.com and let her know what is on your mind!

Design Review Committee Report for August 2019

Since our last report we have had four pre-construction meetings and one final/close out inspection. We continue to have new home projects on each agenda.

DRC: August 8, 2019

HH-13: Revisions

JJ-9: Revisions

GG-3: Preliminary Review

HH-11: Final Review

DRC: August 22, 2019

D-20: Preliminary Review

GG-1: Revision

S-20: Final Review

U-02: Landscape Review

Operational Report- Sterling Page

Governance

- Covenants, By-Laws, Resolutions and Policies.
 - Summer Hiatus of the IT Committee will end with a kickoff re-start meeting the week of August 26 with a goal of completion and go-live date of January 1, 2020.

Facilities

- Ranch House
 - Our washing machine has had multiple breaks of service throughout the summer. Our contract service provider has done the repairs that can be done, and we will continue to monitor its performance. The 2107 Reserve Study indicates that the washing machine was last replaced in 2013, but the manufacturer has since gone out of business. Our current machine is rated for 35# with a dryer at 45#. <what do these numbers mean? Should either explain or leave it out – GL> Looking forward we should have a machine rated at 65# / 75# respectively. Reserve Study budgeted \$7,000 every 5 years for various appliance replacement. The initial estimated cost for both washer and dryer replacement is \$22,075
- Pools & Tennis
 - Our pools are open and functioning, weather permitting.
 - Kids Camp in August had great numbers for the weeklong event. 16-20 kids every day with more than 60 percent coming from residents of RVR.
 - Our Assistant Pro, Andres, did an exceptional job this season. The feedback from owners and players was great.

Grounds

- Common Areas
 - The common area sprinklers along the south entrance to RVR are the large rotor type which spray from the sidewalk toward the fence. This has resulted in the water marking the boards along this street from Hwy 133 to RVR Drive. At certain times of day, it is quite disturbing to the owners who are enjoying their patios in the evening. Design work has begun on adding an additional line along the fence using popup type sprinklers, which will water toward the street and replacement of the large rotor sprinklers with popups along the path to just reach the fence.
 - Removal of the cottonwood trees in the Lakes area and Orchard Park has begun. At completion, the Landscape committee will be able to choose appropriate replanting in these parks suitable to the needs of the neighboring properties and the community environment.

Irrigation

- Main Line and Cla-Valves
 - We have a continuing problem with the irrigation control clock that is managed by the golf course. The clock resets at 1 pm every day, which is in the middle of our watering schedule, and occasionally doesn't turn all the Cla-Valves back on. This creates problems randomly throughout the community as witnessed by dozens of owners this summer. This is a golf course management system adapted to also irrigate the community. Rain Bird commercial is involved with Chad Weaber, golf course superintendent, to resolve the issue but we have not found a permanent solution.
Our Cla-Valve distributor's solution is to install battery-operated timers at each location. This will require a capital outlay of approximately \$7,000 but will save that amount annually going forward. Function, costs and benefits are being studied at this time.
- Community Service
 - Our recently implemented irrigation email protocol has been successful in keeping owners in the loop on problems that they report. It also has made our maintenance staff more responsive to daily problems.

Operations

- Old Town
 - The Old Town Advisory Board will meet next month to go over agenda topics for their annual meeting. Topics will include fencing, irrigation management, organic lawn care, decreasing the snow plowing threshold, painting and budget.
- The Settlement
 - The Settlement community meeting was August 20 at 5:00 pm. Topics included DRC approval of new roofing materials, irrigation – over and under watering, lawn maintenance, tree quantity, snow removal, organic lawn care practices, painting schedule and budget.
- Crystal Bluffs
 - This community would like the Board of Directors to consider adding them to the Master Association for management of contracts for their HOA much like is done for the Settlement and Old Town.

Yvonne Perry noted the Settlement Annual Meeting was held last night and overall, the owners who attended seemed to be pleased with how things are going there. They did have some requests around irrigation and controls in garages, which will be looked at.

Yvonne requested the updated “Fines and Violation Schedule” be included in the paperwork that goes to new owners, so they are well informed and aware of what is and is not allowed in our community.

Finance Report – James Maguire

- For the month of July, we came in under 1% variance between budgeted and actual expenses. We budgeted \$202K and we spent \$203K. Total income for July was also right on target with only a 2% variance. We budgeted \$222K and received \$228K.

Year-to-date is still running under budget with a net surplus of \$110K due to income being ahead by \$20K and expenses down by \$85K. The other \$5K being a decrease in COGS. The main contributors are still an increase in DRC Fee income and decreases in Golf Legal Fees, Wages, Irrigation, and Tree Maintenance. The latter items may just be a timing issue and we may see increased costs as the summer comes to an end.

All dues were paid in full as of July 31st except for a new homeowner who eventually went on auto-pay in August and 2 other homeowners who owe a small partial balance. The A/R list is now the smallest it's been in the last year.

- After several months of corresponding with Woodbridge, I finally got them to agree on the net amount due for over 50 of their accounts which have been past due since 2018 when they went into bankruptcy. We also owed them money for refunds of duplicate payments so, in the end, we owed and paid them a net balance of \$2,457. We did not make any compromises and they paid every penny they owed from the past. This completely cleans up the Allowance for Doubtful Accounts and A/R accounts. They still own several lots and will continue to make the monthly dues payment going forward.
- Our tax return is being processed by Gary Porter CPA, as reported previously. He is currently analyzing our financial statements and will make a recommendation regarding filing an 1120-H vs an 1120 for fiscal year 2018.

In the case that we don't qualify for an 1120-H, I've also asked him for an opinion on whether the benefits of filing an 1120-H would justify making changes to our business income model. For instance, eliminating Season's memberships. I will update you with his recommendations once I receive them.

I. Old Business

- Maintenance and Repair of Old Town Fence

This will be addressed at the Old Town Annual meeting in September. The advisory committee will meet first and establish what will go on the agenda as well work through the fence issues in order to best present to the Old Town community.

- Landscape Update

Twenty-one cottonwood trees are being taken down in the Lakeside area. RVR will have to work with the neighbors in that area to see what they want to put in the place of the cottonwoods. The next area to be addressed is Orchard Park.

- Golf Update

Gary Lesser reported that the DHM open space report is complete and the Golf Committee and Board are working on a communication plan for disbursing this to the homeowners in September. There was some discussion around the current state of the golf course issue and Gary Lesser expressed that he believes the long-term concerns are not solved – right now there is just a temporary fix in place. Yvonne stated she believes that the owner of the golf course and driving range will put pressure on RVR again at some point.

II. New Business

- Proposed 13th Amendment to DRC Guideline

Motion: Board President, Yvonne Perry and Secretary, Ben Johnston moved and seconded, a Motion to adopt the 13th Amendment to the DRC Guidelines. The Motion passed unanimously.

- Irrigation in Old Town

There are two or three different types of irrigation systems in each home in Old Town. There is one that runs the streetscape, one that runs the front yard and one that runs the back yard. Those systems end up in conflict. Another issue is the original installation was done with clean water valves, not dirty water valves, so they stick. The RVR crews are spending a lot of manpower on Old Town irrigation, much of which belongs to the owners but ultimately affects everyone so RVRMA ends up having to address it. Sterling recommends that RVRMA takes over all the irrigation in Old Town at an added expense to Old Town.

Laura Hanssen explained what she has experienced at her house with these issues. She feels the whole irrigation systems is a mystery to Old Town residents and difficult to plan around or work on.

Sterling explained that an audit of each system in Old Town would need to be done in order to get to a starting point and Rich Myers would be the best person to do the audit. Yvonne recommended that Rich Myers be a part of the meeting with the Old Town Advisory committee.

The irrigation issues need to be figured out before the fences because ultimately, they are tied together.

Sterling further explained there is also a community-wide irrigation issue. The computer system is designed to run a golf course, and at 1 pm the system shuts off and resets. This timing is right in the middle of the RVR watering schedule. Something is happening where the Cla-valves do not turn back on after the interruption and then there are sections in the community that are not getting water in the afternoon. Rain Bird corporate is working on this issue, but they do not have a solution yet. The Cla-valve company's solution is to put a timer on each Cla-valve. There are 27 Cla-valves. We could buy timers once and then not have to pay the golf course \$7,500 a year to operate the irrigation clock we are struggling with and we would have control of it. Sterling suggested the individual timers would likely be the best way to go but some discussion still needs to be had around the impact and finances of the different options.

- Sub Associations interest in being managed by RVR as special services community

Yvonne noted that Katie Marshall came to the Board meeting with a request that Crystal Bluffs be managed by RVR the way the Old Town and Settlement neighborhoods are managed. In the discussion around this it was mentioned if Crystal Bluffs was allowed this option then it would also have to be offered to other special services communities within RVR. Cathy Cooney noted the additional fees Crystal Bluffs and the other sub associations currently pay to their separate property managers is not enough to contribute substantially to the RVRMA budget to support Sterling and his team with the amount of additional work involved in supporting these communities so ultimately the management fee would likely have to increase to the owners in those communities. Cathy expressed she thinks it is the right thing to do and it should be figured out. Ben Johnston noted the covenants would have to be amended to allow for RVR to provide special services to neighborhoods other than Old Town and Settlement. It is not how the management structure is laid out in the current covenants, so it is more than just the special communities and the Board/Management agreeing figuring this out together. It was suggested this be an item the Governing Documents Committee look at for consideration of an amendment.

Cathy Cooney suggested that one option until the change in the Covenants can be made, is for the three special services communities to work together on a property manager. Cindy Barnes did share with the Board that she feels Sterling is an excellent manager and truly appreciates Kendra and her team and she loves coming to the Ranch House and being in the community. She would like for the same level of management and attention to be given to their neighborhood and feels strongly it would enhance the community as a whole if all of the neighborhoods were managed the same.

Adjourn

The meeting was adjourned 6:32 pm.

Executive Session