

RVRMA EXECUTIVE BOARD MEETING
Wednesday, June 22, 2022 at 5:30 p.m.
Ranch House Conference Room and Zoom Meeting

Executive Board of Directors

Gary Lesser, President
John Lund, Vice President
Todd Richmond, Treasurer
Ben Johnston, Secretary
Laura Hanssen, Director
RJ Spurrier, Director
Michael Banbury, Director

Management Attendees

Ashley Lynch, General Manager
James Maguire, Controller
Jessica Hennessey, Director of Design Review &
Admin. Services
Ali Royer, Director of Programming & Community
Engagement
Travis Green, Facilities & Grounds Superintendent

Homeowner Attendees

Sherry Stripling (*via Zoom*)
Garry Wesselink (*via Zoom*)
Stan Kleban (*via Zoom*)
John Krousouloudis (*via Zoom*)
Diane Cavarra (*in person*)
Wolf Gensch (*in person*)
Carl Hostetter (*in person*)

I. Call to Order- Establish Quorum, the meeting was called to order at 5:30 p.m.

II. Approval of Minutes and the Consent Agenda

Motion: Board President, Gary Lesser and Board Secretary, Ben Johnston moved and seconded the approval of the consent agenda and meeting minutes of the RVRMA Executive Board Meeting held on Wednesday, May 25, 2022.

III. Public Comment

- Homeowner, Wolf Gensch, commented on the RVR Fence Policy agenda item and discussed how we can best communicate the proposed policy to the community.

IV. Committee Report

• **Long Range Planning**

John Lund gave a verbal report on Long-Range Planning. John highlighted the survey that was recently put out to the community indicating that the McMahon

group will be on site at the Ranch House on June 23. John also mentioned that an email will be sent to the community to ensure there is maximum participation. Preliminary survey results were sent out to the McMahon group. Ashley Lynch, RVR General Manager, then announced current Long-Range Planning Survey results compared to the recent Short Term Survey results: 138 respondents to Long-Range Planning survey so far and the Short-Term Survey had 311 people respond in total. There was then some discussion by the Board as how more survey participants could be reached. Board Director, RJ Spurrier, suggested that another reminder email should include a deadline for completing the survey. Board Treasurer, Todd Richmond, recommended posting signs in the mail room and other public areas. Board Vice President, John Lund, suggested preliminary results should be shared.

V. Month End Financial Review – James Maguire

James Maguire, RVR Controller, gave a financial insight presentation. First, James shared the budget versus actual income by month through May. James noted that in April, we were short by \$10,000 and in May we exceeded the budget by \$17,000. Much of this money came from DRC fees, which has been doing exceptionally well this year.

Next, James shared expenses budget versus actual by month. The totals presented included cost of goods sold. According to James May came in \$11,000 under budget and the trend over the last 5 months, spending has been very much in line with the budget.

Year-to-date, income is performing well at \$22,312 over budget, meaning we earned more than expected. In percentage terms, this constitutes only a 1.8% variance. Cost of goods sold are right on target. \$974 over budget is only a 1.2% variance. Expenses are still remarkably close to budget, only \$6,651 under which is again less than 1% variance.

James indicated that when all these numbers are combined – income versus expenses and budget versus actual, it boils down to \$27,989, which is the key metric. Anything over zero means we are running at net surplus compared to the budget. If we were at year-end, this would be the surplus amount added to the reserves. If this number goes negative, we have to take money from the reserves to cover the loss.

James then gave a quick overview of our Reserve account activity in May. The opening balance was \$1.749 million. \$33,000 was collected from reserve assessments and \$1,336 in interest income. The interest income increased from by \$1,000 since the previous month from our recent additional investment in CD's. Outgoing payments from reserves were \$2,300 in additional long term planning expenses and \$7,760 in pool deck concrete repairs. The ending reserve account balance was \$1.774 million.

VI. Management Update

- General Manager Report- Ashley Lynch
- Programming & Community Engagement Report- Ali Royer
- DRC Report- Jessica Hennessy
- Finance Report- James Maguire
- Outside Service Report- Travis Green

Todd Richmond asked what the estimated cost to repair the pool waterfall would be. James answered that it was between \$17,000 and \$20,000. There was some discussion as to when the waterfall would be repaired, and Ashley mentioned that Long-Range Planning may play a part on this repair. Todd encouraged us to not wait too long to repair. Ashley indicated that he would continue to dig into the pump situation and that he would act on a remedy if the Long-Range Planning took beyond a year.

Todd Richmond then asked about water usage. Travis Green, Facilities & Grounds Superintendent, noted that many community members do not appreciate brown grass. He continued to say that implementing a reduced water schedule would work best with strong community backing. Travis also said Triangle Park is on the automated system and water usage has been reduced there. Todd Richmond recommended messaging to the community that experimental water usage will be conducted in certain areas and asking the community to be patient as RVRMA worked through what water reduction schedule worked best.

RJ Spurrier mentioned trying to let grass in some areas grow taller to require less water as a tactic. Todd encouraged staff to be creative to find solutions for water reduction. Ashley mentioned that he appreciates the Board backing. Ashley said that staff could isolate some targeted areas to experiment on water reduction.

VII. Old Business

- **Fire preparedness**

Ashley highlighted an upcoming Ranch House event hosted by the Carbondale Fire Department and encouraged homeowners to attend. Ashley also talked about the dead tree initiative in common areas and encourages homeowners to address dead trees on their properties. Ashley emphasized that if an owner has a dead tree on their property, it is likely to get through administrative approval easily. John Lund

commented on providing some options for resources to homeowners for contractors.

- **Speeding Report**

Ashley reported that he met with Kirk Wilson, Town of Carbondale Chief of Police, and Gretchen Bell, Traffic Control officer, to discuss the topic of speeding. Ashley said that RVR continues to have radar detection devices in place. The data collected from the radar devices was shared with Kirk and Gretchen. Ashley shared that Kirk also mentioned that the Carbondale Police Department is currently understaffed, and it can be difficult for them to find coverage. However, Chief Wilson still promised to provide more coverage.

- **House Bill 222-1137**

John Lund commented that according to the May Board Minutes a draft policy is needed for the changes on House Bill 222-1137, but due to many other pressing items, the draft policy was not ready for presentation at the June meeting. Ashley announced that a 30-day notice is required before a new policy and procedure is put into effect. Ashley believes that a draft copy could be produced in about a weeks' time. Board Secretary, Ben Johnston stated that we should get policies corrected as fast as we can, but as long as we are aware of the policy, we are ok. He emphasized that the biggest item on the Bill is the 30-day cure period for homeowners before the HOA can fine them. Ashley believes he doesn't foresee us having many issues with enforcing fines because we don't fine much.

Gary asked if we are able to have a draft policy by the July meeting and have it adopted at August meeting. Ashley agreed that timeline was doable.

- **Enforcement Hearing Committee**

Gary shared that at the last board meeting, the board approved the establishment of an Enforcement Hearing Committee. Gary continued to say that the next step would be to establish a chairperson for the committee. Gary recommended Board Secretary, Ben Johnston, should be the chairperson of the Committee. Ben accepted the role as chair of the committee.

Motion: Gary Lesser moved to establish Ben Johnston as the chair of the enforcement committee, with the authority to populate the committee as he deems necessary, in keeping with the already established RVR Enforcement Policy, which requires a committee to hear appeals requested by homeowners. RJ seconded the motion, the motion carried.

- **RVR Fence Maintenance & Repair Policy**

John Lund shared that there is a draft version of the fence policy created by the

fence committee. Ashley announced that the policy will be posted for the public to read, and a special mailing will be released featuring the policy as well. Ashley emphasized that the Fence Policy affects the whole community but maybe more so in Old Town. The policy does define fence line responsibility and it is written that fences which are defined as homeowner responsibilities would include fences that “enclose an owners’ lot or unit.” Ashley also said that there is a lot more in the policy besides that snippet but that is one of the bigger topics that is covered in the policy.

Ben added that another important item to be aware of would be the topic of public-facing fences given the history of the HOA staining fences of this kind before. Ben noted that the policy states, “with respect to any fence that borders Master Common Areas, a public street, the golf course or that has a particular public facing component, RVRMA may, in its sole discretion and its expense, replace, stain, or repair the public-facing aspect of such fence.”

Laura Hansen asked about the “no staining or painting” piece in the policy. Laura was curious why a homeowner couldn’t stain their fence. There was then discussion with the board whether they should consider allowing owners to stain their fences. Laura gave the example that she has portions of her fence that are brand new and portions that are older. Laura proposed that if she wished to put off replacing the old fence in the areas that are needed, could she stain the whole fence to help it look consistent and more aesthetically pleasing. Laura noted that this would likely be a common scenario in the Old Town Neighborhood.

Ben thought it was a good idea to kick the topic to the DRC so that they can address which fences can and cannot be stained.

John announced that the board would not approve the fence policy until the DRC can take a look at staining fences in RVR. Jessica said she would put the topic in front of the DRC for discussion at the July 30 meeting.

John announced that the policy would be tabled for the time being while DRC investigated the staining recommendation.

- **Strategic Plan**

- **Aspirational Statement**

There was discussion around which aspirational statement the board should adopt from the working session. All proposed Aspirational Statements can be found in the June board packet. The majority of the group favored the #1 abbreviated version and #4 medium length statement as a supplemental version.

Motion: John and Gary motioned and seconded to use the short #1 aspirational statement and #4 medium length version as a supplement for those who want to use it. The motion carried.

- **Further Steps Recommended by Andrea.**

John briefly went over the current junction the board was in regarding strategic planning. Which involved 6 objectives assigned to board members and staff to become the Champion or leader for each objective. A special forces person was also assigned to each objective as the champions support person. John ended by asking how the board can take the strategic plan and best implement it.

- **Engage Andrea for Further Support?**

Gary posed the question, is the board was set up properly to achieve their strategic goals, or would they need to re-think how those goals are reached? Gary proposed engaging Andrea for further support. Gary reminded everyone that Andrea made a proposal to the board at the May 25 work session, where she would work with the board on a regular basis over the next year and hold them accountable to the goals.

Gary then recommended the board consider engaging Andrea specifically for needs the board identifies – in order to execute the strategy.

Motion: Gary and RJ motioned and seconded to authorize an hourly personal services contract with Andrea Palm-Porter to support RVR strategic planning and execution, not to exceed \$10,000. The contract would cover the period of June 2022 through December 2023. Ben Johnston and Todd Richmond proposed a reduced amount to not exceed \$5,000. The motion passed with the amount of \$5,000.

John Lund recommended that the board and staff should have a plan for each objective assigned with personalized words ready for the next board meeting.

VIII. New Business

- **Short-Term Rentals**

John went over the results of the short-term rental survey. According to Survey Monkey Analytics, 78 percent of respondents were in favor of restrictions. 22 percent of respondents were not in favor of restrictions.

There was then discussion surrounding the new Town of Carbondale Ordinance surrounding Short-Term Rentals in the Town of Carbondale.

Motion: Gary and John Lund motioned and seconded to establish an ad-hoc sub-committee of the board, led by Gary. The sub-committee would come back to the Board at the August meeting with a proposed amendment to the master declaration addressing short-term rental restrictions. The motion passed unanimously.

If approved by the Board, this proposed amendment would be put to a vote of RVR homeowners. As it would restrict property usage, the amendment would need two-thirds approval to go into effect.

- **Election Update**

Ashley noted that the terms of office for current RVR Board President, Gary Lesser and current Board Vice President, John Lund, will expire in July. He continued to say that homeowners John Lund and Sherry Stripling each submitted Statements of Interest for the two available RVR Executive Board positions inside of the June 17 deadline. John Lund and Sherry Stripling are determined to be elected by acclamation and will be installed at the July 2022 RVR Board meeting. Ashley congratulated John and Sherry and thanked them for their voluntary service.

- **Annual Meeting Plan**

Gary and Ashley shared updates on the upcoming Annual Meeting. According to Ashley, the meeting will be held at the Old Thompson Sales Barn. Refreshments will also be provided. Gary then shared the following Key topics that would be covered: Board 2022-23 officers, who will be elected by the Board at the July meeting (President, VP, Treasurer, Secretary), Strategic Planning Update, Long-Range Planning Update, Financial Update, Accomplishments over the past 12 months, Challenges over the next 12 months, Golf Update and finally How & Why the RVR Management Team looks different from last year at this time, and how that positions us for success going forward

- **Budget Process & Timeline**

Ashley spoke about the early preparation that is underway for the upcoming budget season. A preliminary budget draft will be shared with the community early in the process. The goal is to be transparent throughout the process and look forward to the community's input. Todd asked that budget guidance from the board should be added to the timeline and a strategy behind the budget before digging in.

IX. **Adjourn**

Motion: John Lund and Gary Lesser moved and seconded to adjourn the meeting. The meeting ended at 7:34 p.m.

X. Executive Session

- Legal Issues Related to Golf Course