



## **RIVER VALLEY RANCH**

**RVRMA EXECUTIVE BOARD MEETING**  
**Wednesday, June 26, 2024, at 5:30 p.m.**  
**Ranch House Conference Room & Zoom**  
**DRAFT MINUTES**

### **Executive Board of Directors**

Michael Banbury, President  
John Lund, Vice President  
Todd Richmond, Treasurer  
Ben Johnston, Secretary  
(*absent*)  
RJ Spurrier, Director  
(*absent*)  
Sherry Stripling, Director  
Carl Hostetter, Director

### **Management Attendees**

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

### **Homeowner Attendees:**

#### **In Person:**

Jeff Krentz

#### **Via Zoom:**

Krys Greenwood

### **I. Call to Order- Establish Quorum**

Board President, Michael Banbury, called the meeting to order at 5:30 p.m.

### **II. Approval of Minutes**

- Carl Hostetter and Sherry Stripling motioned and seconded the approval of Meeting Minutes of the RVRMA Executive Board Meeting held on Wednesday, May 22, 2024.

### **III. Public Comment**

- There was no public comment.

#### IV. Month End Financial Review – James Maguire

RVR Controller, James Maguire shared a financial presentation highlighting the budget versus actual, DRC Income, the reserve account and the special assessment.

James shared that May income has once again surpassed the budget almost primarily due to DRC income. Costs of goods sold were slightly over budget and for the first time all year, expenses exceeded the budget. This was expected and it is a correction to the timing issues mentioned in previous months, bringing the overall surplus down. The net deficit for May was \$9,685.

Year-to-date budget versus actual show income being over budget by \$42,000, of which \$34,000 is from DRC income. However, on a percentage basis (3.7% variance). Costs of goods sold are also over budget by \$3,000 (3.5% variance). Expenses are now spot on. James added that out of about \$1.013 million we spent \$1.009 million for a difference of only \$3,818 (0.4%). The bottom-line net surplus for year-to-date is \$42,928 which is \$10,000 lower than last month's net surplus of almost \$53,000. If all goes according to plan, the surplus from the income should drop down to the bottom line at year end.

DRC income is responsible for over \$34,000 of the total income surplus of \$42 thousand. Memberships and food and beverage sales are also doing better than expected so far this year.

James then focused specifically on DRC income looking back at the previous two years compared to this year (through May). The actual income has been erratic, peaking at \$89,000 in 2022, then dipping down to \$35,000 in 2023, and now \$64,000 in 2024. Last year we kept the budget the same, expecting a drop in actual income, which there was, but not as drastic as it turned out to be. For 2024 we lowered the budget, but now the actual income is almost double what it was last year. The positive piece to this is we now have a surplus rather than a deficit.

When looking at expenses, everything is mostly on target. As expected, DRC expenses are the only line item going significantly over budget. Also notable, is our largest expense, personnel costs, at only a \$1,429 variance out of a budgeted \$592,000 (0% variance). With over a million in the budget and a million spent, the variance is also close to 0%, at only \$3,819.

Next, James shared a snapshot of the reserve account. The starting balance was \$2.593 million. We collected \$44,320 in reserve assessments and earned \$10,070 in interest, up from \$8000 in interest last month. We also booked on an accrual basis, \$3,047,000 from the special assessment, bringing the total income for the month to

\$3,101,390. The ending balance in the reserve account on May 31., 2024 was \$5,694,045.

Finally, James shared the special assessment numbers which was invoiced to the community on May 13, 2024. There are 554 properties and the assessment is \$5,500 per property for a total special assessment of \$3,047,000. In May, we had 12 homeowners pay 50% and 20 homeowners pay 100% for a total \$143,000 collected so far. As a reminder, 50% is due by October 1, 2024 and the balance in full by August 1, 2025.

Carl asked whether there is a penalty for owners that pay late. Ashley said that the HOA would need to follow the collection policy per HB 22-1137.

## V. Management Update

- **General Manager Report- Ashley Lynch**

Ashley reported that EAB treatments have happened and it will be three years before the next round of injections.

Ashley also commented that vacant lots were recently sprayed for noxious weeds.

It was also shared that guest fees are up. Sherry added that she was concerned because she is hearing from her peers that grand kid guest passes can become pretty expensive especially when they are visiting for longer stretches. Ashley shared that as much as we would love to come up with a way to offer something for grandkids, the barrier inevitably gets lifted for other situations and may create cracks in our system. There have been small changes made to allow more flexibility.

- **Programming & Community Engagement Report- Ali Royer**

- **DRC Report- Jessica Hennessy**

Jessica highlighted that the DRC has been working on a project together with Board Director, RJ Spurrier concerning guideline revisions. More information to come at upcoming meetings and strategy sessions.

- **Finance Report- James Maguire**

- **Facilities & Grounds Report- Travis Green**

Travis mentioned that the community experienced issues with golf course pump houses and water had to be turned off while repair work was completed them. Travis noted that the golf course hired a third-party contractor to assist with the issue.

## VI. Old Business

- **Election Timeline**

Ashley shared the election timeline and highlighted that the deadline for voting was July 5.

Community notice of Board Election; Request for candidate declarations	<b>Friday, May 24</b>
Candidate declaration deadline	<b>Friday, June 7</b>
Candidate Meet and Greet	<b>Friday, June 14</b>
Ballots sent out	<b>Friday, June 14</b>
Voting deadline	<b>Friday, July 5</b>
Election results published	<b>Monday, July 8</b>
Elected candidates installed at the July Board Meeting	<b>Wednesday, July 24</b>

## VII. New Business

- **Annual Meeting Plan**

Ashley commented that the Annual meeting will take place on Wednesday, July 24 at the Old Thompson Barn. Hors D'oeuvres and beverages will be served to attendees from 5:30 -6:30 p.m. and the meeting will begin at 6:30 p.m.

Ashley then gave a brief synopsis of last year's meeting and asked the board what their thoughts were for new Items to include at this year's meeting.

Carl brought up the potential of an outside speaker coming in to talk to the community. For example, the Fire Department could present about fire mitigation.

The following topics were also brought up as recommendations to highlight at the annual meeting:

- John Lund and Jeff Krentz to speak about the relationship with the

Town of Carbondale.

- Water conservation
- Ashley brought up that xeric-focused landscape drawings are being worked on by the DRC and a local landscape architect. The plans could be introduced at the meeting.
- Budget topics
- A real estate presentation from Brian Leasure.
- The year's accomplishment
- Ben Johnston to discuss the golf course situation.
- Potential sub-association participation
- Social clubs
- DRC numbers (including a vacant lot count, homes under construction etc.)
- Ways to get involved in the HOA

It was also commented that the meeting did not necessarily need to be very long and homeowners enjoy the social time with their neighbors.

- **RFP Update for Long Range Plan**

Ashley gave an update on where we are with the FRP for the Long-Range Plan.

Ashley noted that we have been talking to RA Nelson throughout the whole process. RA Nelson has always been willing to help and it has been a great relationship so far.

RA Nelson returned an RFP proposal to the HOA with a cost overhead of 8%. Ashley added that he has been working with board member Carl Hostetter and Mark Margulies who is a former architect and former owner of an owner's rep business, which has been extraordinarily helpful. Mark thought that the RA Nelson RFP looked very good.

The plan is to continue to pursue a design build where a builder would be brought on first and then an architect would be brought on. Board member, Sherry Stripling, asked if others were solicited to produce an RFP proposal for the HOA and Ashley explained that they hadn't. Ashley went on to say that RA Nelson has been willing and excited to work with the HOA from the beginning. RA Nelson also has a good mix of residential and commercial background. Ashley went over all the steps that are upcoming including a formal estimate cost, DRC Review, and permitting with the town of Carbondale. These steps will take time and if the association wanted to solicit more bids, we could be into fall trying to get through that process. At that point, RA Nelson could potentially step away from the project.

John Lund added that there is a due diligence piece to perform by interviewing some of the clients RA Nelson has worked with as a reference check.

Sherry added that we don't want to be in a situation where there is a question of bias in our selection.

Ashley also noted that he has connected with the General Managers for Iron Mountain Hot Springs and Aspen Glen concerning their recent renovations. The biggest take away was that they both said design build was the way to go.

Ashley commented that he will take the feedback given tonight and connect with Carl and Mark Margulies, digest everything and choose a path forward.

## **VIII. Adjourn**

The meeting adjourned at 6:30 p.m.