RIVER VALLEY RANCH

RVRMA EXECUTIVE BOARD MEETING
Wednesday, Oct. 28, 2026
Ranch House Conference Room & Zoom
Meeting Minutes - DRAFT

Executive Board of Directors

Michael Banbury, President
John Lund, Vice President ***via zoom***
Todd Richmond, Treasurer
Ben Johnston, Secretary ***absent***
RJ Spurrier, Director
Laura Hanssen, Director
Alexander "Z" Hoffman, Director

Management Attendees

Ashley Lynch, General Manager
Jessica Hennessy, Director of Community Services
James Maguire, Controller
Casey Miller, Director of Programming & Community Engagement
Travis Green, Facilities & Grounds Superintendent

Homeowner Attendees

In Person:
There were no in-person attendees
Via Zoom:
Sarah Murr
Kim Rubino
Krys Greenwood

I. Call to Order- Establish Quorum

- Michael Banbury, Board President, called the meeting to order at 5:30 p.m. A quorum was established.

II. Approval of Minutes

- Board Directors, Laura Hanssen and Z Hoffman moved to approve the minutes of the September 23, 2026, Executive Board meeting. The motion carried unanimously.

III. Public Comment

- No public comment was received.

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IV. Month End Financial Review

Controller James Maguire reviewed September financials, year-to-date performance, the renovation budget and the reserve account. September ended with a $4,815 operating surplus, driven primarily by DRC fee income, which helped bring total monthly income nearly $12,000 above budget. Cost of goods sold was on budget, while expenses were slightly over. The year-to-date operating surplus was $10,464. Year to date income was within 0.3% of budget, and expenses were approximately $10,000, or 0.5%, over budget. DRC income remained approximately $11,000 below budget for the year, though strong results in August and September narrowed the gap.

Cost of goods sold was approximately $14,000 below budget, primarily due to the timing of tennis commissions. James expected that variance to balance out with October activity. Grounds expenses were approximately $24,000 below budget, helping offset the ongoing irrigation overage. Personnel expenses were approximately $13,000 above budget, while community expenses showed savings primarily from not having catering at the July 4 celebration. Combined cost of goods sold and expenses were within approximately 0.1% of budget.

For the Ranch House renovation, James reported approximately $2.3 million spent from each of the Special Assessment and Capital Reserve project budgets. R.A. Nelson had billed approximately $3.67 million, or 73% of its total construction contract, with approximately $1.4 million remaining to be billed. Approximately $291,000 of the original $500,000 contingency had been exhausted, a decrease from the prior month following credits and reductions in office furnishings and equipment. Approximately $117,000 remained allocated to variable expenses, leaving $91,770 in available contingency. The combined Reserve Fund accounts ended September at approximately $2.57 million after receiving $52,725 in reserve assessments and $8,354 in investment income, with $118,287 in expenditures primarily related to Phase II construction and completion of the maintenance building.

In response to a Board question, James explained that irrigation charges are included in monthly dues and vary by neighborhood. Rates are adjusted annually, while the number of properties paying the charge can change throughout the year.

V. Management Update

- **General Manager Report- Ashley Lynch**
  Ashley reported that a new irrigation overview document had been added

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to the RVR website to address homeowner questions raised during the budget feedback sessions. The leaf dumpster has been popular and we hope to leave it out little longer again this season.

Travis Green said residential irrigation blowouts would be completed by October 29. He noted that additional homes have extended the process to a full month and thanked the crew for its work.

Ashley thanked Casey Miller for organizing a successful Halloween party and welcomed new Front Desk employees Bob, Colleen and Kayla. Laura Hanssen complimented the new irrigation document, and RJ Spurrier commended Ashley's annual meeting presentation for its clear explanation of RVR's water system and associated risks.

- **Programming & Community Engagement Report- Casey Miller**
  Casey reported that the Ski Spiel event would be held November 4, followed by an RVR for Good event November 8 featuring local nonprofits and opportunities to support the community during the holidays. She outlined plans for the December 5 adult holiday party at the Barn, featuring a "Jingle and Jazz" theme, live jazz music and a catered menu. RVR swim instructor Hollie Hardwick will lead a children's supervised program at the Ranch House that evening, with assistance from lifeguards. Laura Hanssen complimented the plans and noted member interest in a more formal, adult-focused holiday event. Casey also announced a Cookies with Santa event December 13, featuring a hot chocolate bar and photos with Santa and an elf.

- **DRC Report- Jessica Hennessy**
  Jessica reported that the DRC held two meetings in October and continued discussing a potential lighting amendment that may come before the Board at a future meeting. The committee also reviewed and approved its first application under the Vacant Lot Improvement Policy for 851 Perry Ridge, which was scheduled for Board consideration later in the meeting.

- **Finance Report- James Maguire**

- **Facilities & Grounds Report- Travis Green**
  Travis reported that the crew was transitioning to winter work, including installing shelving and workbenches in the new maintenance building and gradually moving equipment into the space. In response to a request for

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another leaf cleanup in Old Town before Halloween, Travis said he would coordinate with the landscape crew to request an additional cleanup on October 30.

VI. Old Business

- **Ranch House Renovation Update**
  Ashley reported that lap swimmers continue to enter the pool using the outside ladder while work progresses in the vestibule. New slip-resistant tile is being installed, and the vestibule doors are also being reinstalled. The same tile will be used throughout the locker rooms and bar area.

  SGH, the forensic engineering firm investigating the pool deck cracking, is scheduled to visit in early November, with the contractor and architect invited to participate. Ashley will report the findings to the Board. The renovation remains on track for completion around mid-March. Ashley expressed confidence in the project's financial position, noting that the likelihood of significant unforeseen change orders is decreasing as work progresses.

- **2027 Budget Draft - Discuss Community Feedback**
  Ashley reported that the budget Q&A sessions generated limited feedback, with some questions focused on irrigation expenses. The draft budget included a $16 increase in monthly operating dues and a $10 increase in monthly reserve dues for 2027. He invited any final Board questions or proposed changes ahead of the November budget approval process.

  Laura Hanssen asked about evaluating fitness equipment for replacement. Casey explained that the equipment service company had recently completed its regular maintenance visit and that repairs to worn upholstery were being explored. Laura also requested replacement of the hand weights used in fitness classes. Ashley noted that limited reserve funds are available annually for equipment replacement and agreed that management would review the condition of the weights.

VII. New Business

- **Vacant Lot Improvement | EE05, 851 Perry Ridge**
  Jessica presented a vacant lot improvement proposal for minor grading, native seeding and underground irrigation at 851 Perry Ridge. The DRC

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unanimously recommended approval at their last meeting, with underground irrigation as a condition. Courtesy notices were sent to neighbors, and the only response received was in support of the improvement.

The Board thanked the DRC for its work in developing and implementing the policy. RJ Spurrier shared his success with seeding wildflowers in native grass areas and offered to provide a link to the seed supplier and planting instructions.

MOTION: RJ Spurrier moved to approve the variance, and Todd Richmond seconded the motion. The motion carried unanimously, with Alexander "Z" Hoffman voting by proxy on behalf of absent Board member Ben Johnston. The motion carried unanimously.

VIII. Adjourn

Laura Hanssen moved to adjourn the meeting, and Todd Richmond seconded the motion. The meeting adjourned at 6:03 p.m.

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