

RVRMA EXECUTIVE BOARD
Record of Proceedings
Regular Monthly Meeting
Wednesday, September 30, 2015, 5:00pm
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, September 30, 2015 at 444 River Valley Ranch Drive, Carbondale, Colorado 81623 with the following people present:

Executive Board of Directors

Jim Noyes, President
Ron Rouse, Vice-President
Bob Schoofs, Treasurer
Yvonne Perry, Secretary
Lani Kitching, Director-at-Large
Todd Richmond, Director-at-Large
Jack Gausnell, Director-at-Large

Management Representatives

Suzie Matthews, Director of Finance
Pamela Britton, DRC Administrator
Brenda Bamford, Member Services

Homeowner Attendees

Christie Jensen, Landscape Architect
Charles Capobianco

Call to Order

RVR Executive Board President, Jim Noyes called the meeting to order at 5:00 pm. A quorum was established.

Approval of Agenda

Directors Schoofs and Rouse moved and seconded to approve the agenda. The motion passed unanimously.

Consent Agenda

Directors Richmond and Gausnell and seconded the adoption of the meeting's consent agenda and to approve the Board Meeting minutes of August 26, 2015. The motion passed unanimously.

Public Comment

- None

Announcements

- **Artists for the Months of September and October:** George Hendrix, photographer and Joyce Galli, painter/RVR resident
- **Settlement Annual Meeting** – Wednesday, September 23rd, 5:00 – 6:30pm
- **Old Town Annual Meeting** – Wednesday, September 23rd, 6:30 – 7:30pm
- **DRC Meeting** – Thursday, September 24th
- **Wine Tasting** – Friday, September 25th, 5:30 – 6:30pm
- **RVRMA Board Meeting** – Wednesday, September 30th, 5:00pm

- **Headache Prevention and Treatment + Tai Chi Demonstration – Dr. Brook Allen, Roaring Fork Neurology** – Friday, October 9, 5:30pm
- **Habitat for Humanity Build Day** – Thursday, October 15, 5:30pm
- **Roaring Fork School District Information Meeting** – Friday, October 16, 5:30pm
- **RVRMA Board Meeting** – Wednesday, October 28, 5:30pm
- **Halloween Party** – Saturday, October 31, 4:30pm

Committee Reports

- DRC Minutes - There were no comments on the DRC minutes.

Executive Director's Report

- **General Update** – The organization is operating within the Board adopted, Member ratified 2015 Operations Budget and Capital Expense budgets.

All recreational and soft programming are all running smoothly; customer participation and satisfaction is high. The pool closed on September 21st. Fitness programming is being seasonally adjusted.

Irrigation operations are running smoothly. Blow-outs will commence October 8th. The Irrigation Reimbursement Assessment, which has remained the same for the fourth consecutive year, is at a 99% collection rate.

The Thompson Park PUD continues to be monitored to insure the terms of our agreement with the developer are honored. The Bike Trail Easement agreement has been reviewed by Board Member Ron Rouse; construction related to the installation of the bike path will begin shortly.

The Crystal River Restoration Project continues to move forward. We have received one grant for \$30,000 from Parks and Wildlife. The Kea House R3 Fund, held by the AVLTL, has raised approximately \$25,000. We have another GOCO grant application going in in August. We need \$100,000 to complete construction drawings and obtain USACE permits. Once the project is “shovel ready” many more grants become available. This project is the stage at which we will begin hard pursuit of private donations as well. Our hope is to commence at least the first phase of the project by August 2016. That may be an aggressive projection.

- **RVR Irrigation H2O** – RVR Irrigation H2O is operating per plan and budget to date.

All Community, Old Town, Settlement and Private Irrigation Systems are fully operational. System blow out will commence October 8th.

RVRMA Crews have continue to replace 4” pop-up heads with 6” pop-up heads along North Bridge drive as planned in the 2015 Capital Expense Budget. Significant progress has been made.

Our budgeted use of water is per plan and budget.

Member Services, Hospitality, Media and Public Relations –RVR Homeowner Joyce Galli and Photo journalist George Hendrix will be the featured artists for September and October.

The County Assessor presentation on property taxes was interesting and well attended.

The 2015 Meeting, Event and Function Calendar is on the white board in the admin office. All dates are subject to change.

Operational Refinement –

- **Special Services (FAC)** - The Friday Afternoon Crew (FAC) has performed numerous special services during the period. We now have several projects in the hopper and will complete as time and resources allow. There is a very high level of customer satisfaction with this program.
- **Social Media (Website, Weekly News, Surveys, Facebook)** – The website continues to receive significant use by our members. The system permits us to track what areas are being accessed both on the Website and in the Weekly News. This provides valuable information that helps guide our communication efforts. The service provider directory has expanded and is going through a restructuring of the index to be more user friendly and to reflect new service provider categories.
- **Technical - Ranch House Mechanical** – The current utility charts and notes are not included in the Board packet for the period. Costs and usage for the period are within budget. We are updating the utility tracking chart and the document has been taken out of the Excel format into Access and will be much easier to track and manage when it is complete. The plan, once again, is to have the report in next month's packet. We had to switch consultants' mid-stream in the process due to non-performance of the original consultant.

In the Capital Expense Budget for this year we had budgeted for replacement of the Juice Bar reach in coolers due to three failures last year. We have had no failures to date this year so that project will likely be deferred.

- **Ranch House Pool** – Power washing and sealing around the pools and hot tubs will begin Thursday, September 24th. The Lap Pool access on Thursday will be uninterrupted. The hot tubs and lap pool will be closed on Friday, September 25th form 12:00 – 3:00 for cleaning and maintenance.
- **Tennis facility and Programming** – All hard courts and all clay courts are open for play. The tennis staff is providing a full menu of professional services. There is a very high level of customer satisfaction.
- **Ranch House Building** –We have replaced many veneer stones that had failed over the winter and tucked all compromised masonry joints. We had stone failure in all RVR masonry locations. It is the ED opinion that this is due to the very odd winter we experienced with extreme wet/cold and hot/dry conditions have caused these numerous, unanticipated failures.

- **Site work and Landscape**

Snow Removal- Contracts for the upcoming snow season are being reviewed.

Turf Grass –The turf grass is in the best condition it has been according to Owner comments and tenured employees. Broadleaf spraying is complete. We have incurred additional, unbudgeted costs due to having to bag clippings in common areas which historically have not required bagging.

Trees – Aesthetic and functional pruning to all R.O.W. Trees has been completed. Removal of dead and diseased right-of-way (ROW) trees is underway.

Flowers – The beds are serviced weekly each Thursday. The 2015 capital expense plan and budget includes installation of flower beds at the south entry. This project may be commenced this fall with creation of the beds and irrigation and placement of bulbs. The balance of the plantings would be deferred to 2016.

Noxious Weeds –2015 Noxious Weed control services on RVRMA Open Space and vacant lots has been completed. There may be additional services required due to the odd weather we have had.

Beautification and Mitigation – Nothing new to report.

Special Projects – Nothing new to report during this period other than what was previously stated.

Infrastructure – Nothing new to report.

- **Settlement and Old Town 2014 Paint Program** – Painting services have been completed in both The Settlement and Old Town.
- **Budget and Finance** –September 2015 Financials are included in the Board packet.
- **Capital Reserve Expenses** - We are on track and within budget for planned and completed capital expenses. There are two planned projects that will not occur this year or at all. The Reach-In Cooler Replacement has been deferred and the East End Tennis Court Fence and Screen has been determined as no added value and will not happen. The ED suggests that going forward we simply place an allowance in the annual capital expense budget for unanticipated projects. Please see the 2015 RESERVE SPENDING TRACKING SHEET in the Financials for the detail.
- **RVR Property Sales and Closings** – In the future, the Executive Director report will include information on RVR Property Sales and Closings.
- **DRC Updates** – In the future, the Executive Director report will include a DRC update.
- **Licensing and Registration** – Ian, Suzie, Pam, and Brenda have each passed the State of Colorado HOA licensure exam (and all the preliminary requirements including the M-100 exam, CMCA certification

exam, fingerprinting/background check). We all have received State Certifications from DORA via an email copy. Once the frame ready certificates are delivered, they will be placed on the wall as one enters the admin office.

- **Continuing Education and Training** –The management team presented a program entitled “Building Community: at the CAI Mountain Conference in Vail. The presentation was very well received. Staff each received continuing education credits towards renewal of their HOA Manager licensure for attending the conference.

Pam and Brenda are heading up an integrated staff training and development effort that will include hospitality education, and skills-related training.

- **Notary Services** – Pam and Brenda continue to offer Notary services regularly, without charge, to RVR Members and Residents. Over 100 notarizations have been completed and community members seem to genuinely appreciate this additional service.

Old Business

- None

New Business

- Preston/Toppino – Use of Artificial Grass, Lot KK-13, 4080 Crystal Bridge Drive

Directors Rouse and Schoofs moved and seconded the following **Draft Motion C**:

Draft Motion C: Resolved, the RVRMA Executive Board upholds the DRC's denial of the request to use artificial grass ('astroturf') material as that material is expressly prohibited by Section 6.19 of the RVRMA Design Guidelines, and further finds in the alternative, even if the appeal is viewed as a variance request, there are insufficient factual grounds and circumstances to support a variance.

Landscape Architect Christie Jensen represented the Preston/Toppino's request for a variance and provided some additional narrative to the written materials that were submitted for the Board packet.

Discussion was held. The motion passed by a vote of six in favor of the motion and one abstention. (Note: Director Jack Gausnell recused himself from the vote.)

- Proposed Annoying Sound: Residential Use of Maintenance Equipment Policy

Directors Perry and Gausnell moved and seconded the following Draft Motion A:

Draft Motion A: Resolved that the RVRMA Executive Board hereby approves the posting for a 30-day community comment period of the ***Policy and Procedure for Annoying Sound: Residential Use of Maintenance Equipment at River Valley Ranch*** as presented.

Discussion was held. The Board decided to table this conversation to a later meeting.

- Bank Account Signers

Directors Schoofs and Kitching moved and seconded the following **Draft Motion B:**

Draft Motion B: Resolved that the RVRMA Executive Board hereby approves adding Ronald W. Rouse, RVRMA Board Vice-President as signatory on all RVRMA bank accounts.

Discussion was held. The motion passed unanimously.

Executive Session

The Board entered Executive Session at 5:42 pm. The Board returned from Executive Session at 6:40 pm.

Directors Schoofs and Kitching moved and seconded the following **Draft Motion D:**

Draft Motion D: Resolved that the RVRMA Executive Board hereby accepts the resignation of Ian Hause as Executive Director of River Valley Ranch.

The motion passed unanimously.

Adjourn

It was moved and seconded to adjourn the meeting. The meeting was adjourned at 6:41.