

RPOA Board of Directors Meeting Minutes

July 19, 2017 at 6PM
Walchak residence
197 Cottonwood Creek Road
Durango, Colorado 81301

Board Members Present:

Shelley Walchak, President
Jeanie Emigh, Secretary
George Widmeyer, Treasurer
Bob Condit, Maintenance Committee Chair
Florence Short, Architectural Chair
Cathy Neil, Director
Susan Higgins, Absent

Homeowners Present

Bob Strumpf
Terry & Michael Lumsden
Liz Cahil
Heather Campbell (Le Sage)

Called To Order at 6:07PM by President

Approval of the Minutes for BOD meeting May 24, 2017:

George Widmeyer moved that the minutes be approved and Florence Short seconded the motion. BOD unanimously moved for approval of the minutes.

Approval of the Minutes for Annual Meeting June 11, 2017:

Jeanie Emigh moved that the minutes be approved and Bob Condit seconded the motion. BOD unanimously moved for approval of the minutes. These are a draft awaiting approval at 2018 Annual Meeting

Reports of Officers and Standing Committees:

President, Shelley Walchak :

No report

Secretary: Jeanie Emigh

We need to work on getting website better organized in terms of how we are filing items such as governing policies.. Myriam Palmer has agreed to work with me on this issue. The BOD agreed that postings should be in pdf format to lessen chance of documents being altered.

Treasurer: George Widmeyer

Financials from Frederickzink were submitted. We are on budget.

Maintenance: Bob Condit

Bob continues to get phone calls at home over issues. Reminder to call maintenance number with any problems and Bob can review them with Doug as necessary.

Bob addressed the issue of invasive raccoons with the contractor used by The Ranch. Two homeowners indicated that have had recent problems with the animals. Traps have been set and so far two raccoons have been relocated.

Southwest Conservation Core recently removed many Olive trees from The Ranch. Thank you to Sam Foster for arranging this service which was at no cost to the association. Unfortunately they had a power pole saw taken from their vehicle while they were working in the reserve area. A picture and description will be posted in the mailroom in hopes that the item can be located.

Finance: George Widmeyer

No further report.

Current committee members are: Florian Walchak, Desiree Collins and Andrew Parker

Nominating: Jeanie Emigh

Colorado law requires that new HOA board members receive training.

Action Item: Jeanie will schedule 2 one hour training sessions prior to next BOD meeting to cover governing documents and finance, reserves and budget.

Architectural: Florence Short

Homeowner: June 23, 2017 submitted application and architectural drawings requesting permission for addition to home. \$500 check received and proof of liability insurance submitted. Application pending final walk through by committee.

Homeowner: July, 15, 2017 an email request was received asking for initial approval to add additional square footage on property the owners wished to purchase at The Ranch. Request withdrawn by owner July 19, 2017.

Homeowner: July 5, 2017 owner requested to remove a small rotten bridge—a landscaping feature. Approved and bridge has been removed.

Homeowner: July 17, 2017 request to replace rotten boards and repaint existing deck submitted. No change in design of the deck or in material or paint colors used. Written approval pending.

Three homeowner request for tree removal:

Request for tree removal on June 25, July 13, and July 14, 2017 respectively. Reviewed by Sam Foster of Maintenance Committee. Lots 71 and 83 approved. Lot 25 pending.

Homeowner: July 15, 2017 a resident sent via email a request for replacement of a deck and the addition of a pergola commencing work on 7/17/17. Resident informed owner needed to submit an application for improvement and plans per DCCRs and Architectural Rules that were posted on website. Resident stated he was going forward with changes on 7/17/17 and wanted to know what the fine would be. He was told that BOD would discuss at 7/19/17 meeting. The resident began work on 7/17/17 without submission of application for improvement or plans.

A representative of the resident submitted an incomplete application at the BOD meeting on 7/19/17 that did not contain legal owners signature or plans. A \$500 deposit check was

submitted. Following a lengthy discussion by the board a unanimous decision was made not to go forward with a cease and decist order but to do the following:

- Notify the legal owners by mail and request that they submit the required application and plans as this includes design changes to the exterior of the property.
- A fine of \$100 per day will be imposed commencing when we have received proof of receipt by the owners of the notification letter. The fine will continue until the plans have been received, reviewed and approved by the committee. Every effort will be made to get this review and approval done in timely manner.
- The board reserved the right to impose additional fines for non-compliance.

Action Item: Florence will write and mail letter: **Completed July 20, 2017**

Items Requiring Action/ Discussion

- **Outdoor Lighting:** The replacement of lighting at The Ranch has been refered to the maintenance committee to seek further input from residents.

Action Item: Schedule a meeting and invite all owners to participate prior to next BOD meeting in August. **Bob Condit pending.**

- **Roofing at The Ranch:** Discussion was held around the issue of possibly amending architectural rules to include metal roofing. Florence showed an example that gives appearance of shingles but is actually metal. Will continue to seek input from Architectural Committee and residents. At present there are no application requesting approval for metal roofing. One approval for metal roofing was given for a back yard storage unit.
- **Cameras in the mailroom.** We are going forward with installing cameras in the mailroom to assit in security and to help prevent vandalism and theft.
- **Ranch Roundup:** Shelley will send out approved Ranch Roundup this week.
- **Dogs on leashes:** This issue has been covered in The Ranch Roundup reminding owners of rule requiring dog be on leashes at The Ranch. (Received one complaint.)

New Business:

- **Latigo Flower Bed:** The fesability of getting water to the flower bed on Latigo was discussed. It was planted as a xeriscape bed and Doug has been watering. Will continue to explore options. In addition there is a larger grass area at the end of Latigo that receives no irrigation water and Shelley requested board members take a look at the area and we will revisit this issue.

- **Seal Coating:** As it is unlikely we will get a completed plan for lighting replacement this year the BOD approved going forward with reallocating these funds to do seal coating and use those funds next year to cover lighting costs. An RFP to determine exact costs of seal coating will be obtained prior to going forward.

Action Item: Maintenance Com. will issue RFP & get 3 bids.

- **Short term rental implementation:** The initial deposits filed by owners who received permits for 7 day short term rentals will be returned. George will include a letter confirming the update of Section 7.05 of the DCCRs. that was passed by the homeowners at the June 11, 2017 annual meeting. The vote was 86 in favor opposed 6. George and Jeanie submitted paperwork to our attorney to complete the filling of the amendment with the La Plata County Clerk.

Action Items: Jeanie will follow up to determine if Ammendment was filed.

Filed July 13, 2017.

George will get letter written and checks in mail. **Checks and letters mailed July 21,2017**

Owners of short term rentals appear to have filed all rentals less than 30 days with the RPOA secretary prior to the date of 6/21/17 ---10 days after passage as required by the amendment—grandfathered period. They were informed of this requirement by email and responded accordingly. Issues of past non-complaine with short term rental rules were discussed and upon recommendation by our attorney we will not go forward with fines at this time.

Announcement:

Next BOD meeting scheduled for Monday August 23, 2017 at 6PM at Emigh/Hunter residence; 96 Brookie Creek.

A motion to adjourn was made by Shelley Walchak and seconded by Bob Condit. The BOD unanimously approved the motion. The meeting was adjourned at 7:52PM.

Respectfully submitted:

Jeanie Emigh, RPOA Secretary

Date:

Approved:

Shelley Walchak, President RPOA

Date: