

RPOA BOARD MEETING
November 21, 2022
262 Cottonwood Creek Rd.
Also, via zoom

Members Present:

Jay Eagen: President
Mimi Frenette: Vice President
Jim Prendergast: Treasurer
Jeanie Emigh: Secretary
Mike August Maintenance Chair

Additional Owners Present

Katherine Holt via zoon
George Widmeyer via zoom
Sam Foster via zoon
Dot Wherley via zoom
Bob Strumpf via zoom
Marion Palmer via zoom

1. Call to order by Jay Eagen at 3:02PM

2. Approval of Minutes for BOD Meeting, October 17, 2023

BOD voted unanimously to approve minutes.

3. Election of new BOD Member:

Following the resignation of Mike August, Maintenance Chair and BOD member, at the October

17, 2022 meeting the BOD voted unanimously to appoint Maureen Tara to the BOD and also to serve as Maintenance Chair until the June 2023 annual meeting. The BOD expressed their gratitude to Maureen for her willingness to step in and help our community.

4. Report of Officers and Standing Committees:

a. President: Jay Eagan

Report contained in agenda items.

b. Secretary: Jeanie Emigh

The bulletin board in mailroom has been cleaned up and separate columns created for Services and Announcements with instructions for posting. Will give some thought to switching sides with the current RPOA information to create better visibility after the holidays.

Due to the prevalence of flu, covid, and upper respiratory viruses the BOD chose not to host an Annual Holiday Party. In lieu of this, we will look to hold a picnic in Bear Park when we start our spring irrigation season. Also, we are looking to hold monthly events in Bear Park to allow our community members to get together and visit.

c. Treasurer: Jim Prendergast:

We are currently slightly below the projected budget. Jim reviewed this information with the BOD. The transfer of cash to money market account, as approved by the finance committee and the BOD has been completed. An update was provided to Association Reserves who will prepare a written report for the Association at the January Meeting. Jim will send out a 1st draft budget to the BOD for review at the January 2023 meeting.

Jim will contact Association Reserves to set up the annual reserve study. It does not include a site visit this year. As we are no longer going to reline the ponds, we need to look at where we want to move those funds. The Maintenance Committee looked at pond repairs and we need to adjust the budget accordingly in the next fiscal year. **(Action Item: Maintenance Committee)**

d. Architecture: (Written Report)

Applied: No new applications

Approved:

Lot 40: Replace deck with same footprint using redwood decking; replace small deck in front of house to match rear deck

Lot 60: Replace wood decking with stone on east side of house

Completed:

Lot 77: Roof installation completed

e. Maintenance: Maureen Tara

Maureen updated the BOD on a number of projects: Culverts, berm by James Ranch, landscaping along 550 behind townhouses on Circle, pond refurbishment, gardens 8 & 11. Recommendations were made on these items for updates to the Reserve Study and the 2022-2023 budget. Maureen will be working with Jim as she receives bids on the outstanding projects listed above. In addition, an estimate on replacing the mailboxes, original to The Ranch for 40 years, needs to be included in the Reserve Study. **(Action Items, Maureen Tara)**

f. Nominating: Mimi Frenette

See item nominating and electing Maureen Tara to be Maintenance Chair & BOD member

4. Old Business:

a. Neighborhood watch/ Mimi Frenette/Kent Short

The BOD unanimously approved placing a NW sign at entrance where current "No Soliciting sign is posted. **(Action Item Mimi Frenette)**

The NW Committee still needs to draft a procedural document that will formulate

the actions of residents when dealing with trespassing and illegal activities at The Ranch. **(Action Item Kent Short)**

b. Irrigation/landscaping contract: George Widmeyer, Jim Prendergast

Still awaiting bid from Earthscape

c. Holiday Party:

See Secretary's Report

d. Welcome Packet: Jeanie Emigh/Desire Collins

Still working on project. Hope to complete by March 2023

e. Association Reserve study: Jim Prendergast

Jim has made contact with the company preparing the report and will work with them to get it in time to prepare 2022-2023 budget

f. Notification of owners re suggestions on memorial bench and Bear Park

Summer activity: Jeanie Emigh

Jeanie has been in contact with Dot Wherley regarding the memorial benches. The survey results indicated some interest in this project. Jeanie will post an announcement in the mailroom after Jan. 1, 2023 letting interested parties know to contact Dot for details. The cost of the benches and installation will be covered by the donary and the location for placement of the benches will be on RPOA common ground at a location approved by the BOD.

Lana Leslie will work with the BOD to plan activities for Bear Park this coming summer.

g. Security lights: Jay Eagen

A revision of the Architectural Rules is being considered by the Architecture Committee. Clarification on the lumens for exterior lights will be included. **(Jay Eagen has action to research LaPlata County "dark sky" requirements and share with the Committee.)**

h. Pond Budget Funds:

Jim and Maureen are working on the re-distribution of the funds set aside in the reserve study for this project. Money is still needed to shore up ponds and remove liners and Maureen is working with Doug of Earthscapes to receive a bid on this project.

i. Survey Results: Mimi Frenette

Katherine Holt sent out a preliminary review of the survey results to the BOD. She is still in process of doing a cross comparison analysis of the responses. Overall, respondents felt they felt as safe at The Ranch as they had in the previous 2021 survey. The support of a Neighborhood Watch Committee was favorable. The question regarding investigating the cost of a security gate at the entrance

was met with a 56% negative response. The results of the survey will be shared with the owners in the next Roundup/ (**Action item Katherine Holt/Jay Eagen**)

j. Front entrance sign project follow-up: Jay Eagen

Maureen stated she is still awaiting the cost bid for placing a brown cap on the stones as was indicated in the original drawing. (**Action Item; Maureen Tara**)

k. Past due account follow-up: Jim Prendergast & Jeanie Emigh

The attorney has sent a letter to the owner of the delinquent property and a copy has been placed on the door of the property as required by law. The owner has 30 days from the date of the letter, (November 1, 2022) to respond. Jeanie & Jay will follow up on next steps with the attorney. (**Action Item/Jay Eagen, Jeanie Emigh**)

5. New Business:

a. Resignation of Maintenance Chair: See item 3

b. Review of changes to RPOA Policy and Procedures per Colorado Law: Jay Eagen

The attorney's written draft has been reviewed by the BOD. Jay will include the information in the next Roundup giving owners an opportunity to ask question for clarification purposes. (**Action Item/ Jay Eagen**)

c. Mail room postal box: Jeanie Emigh

The mailroom outgoing mail box was stolen. The local post office and the Law Enforcement branch of the Postmaster General's Office have been notified. The Officer there indicated they are high valued items stolen and sold on the Internet. A Ranch resident has found them for sale for over \$800. Our box had no recorded serial number so there is no way to identify if one of the boxes offered for sale is ours. An outgoing mail slot has been created in the lower left hand section of the incoming boxes and is so marked. This is consistent with the outgoing boxes in other nearby HOA developments.

d. Emergency Exit: Jay Eagen

Jay thanked Sam Foster and his committee on their excellent work on getting this project completed and the map showing the exit being made available to residents. Good work Sam!!!

Action Items Pending:

- **Maintenance Items including pond funds for reserve study & 2022/2023 Budget**
- **Maureen Tara/ Jim Prendergast**
- **Neighborhood Watch/ Kent Short**
- **Welcome Packet/ Jeanie Emigh**

- **Memorial Benches/ Dot Wherley & Jeanie Emigh**
- **Security Lights/ Architectural Rule Changes/ Marion Hamlen/Jay Eagen**
- **Round-up/Survey Result/ Jay Eagen, Katherine Holt**
- **Round-Up/ Sharing of changes to collection policy per Colorado Law/ Jay Eagen**
- **Delinquent Assessment/ Jay Eagen/Jeanie Emigh**

Next BOD meeting is scheduled for Monday, January 9, 2023, at 3 pm via Zoom

The BOD moved to adjourn meeting at 4:30PM.

**Respectfully Submitted:
Jeanie Emigh, Secretary**

**Approved:
Jay Eagen, President**