

## **RPOA Board of Directors Meeting Minutes**

January 22, 2018 3PM

Condit Residence

30 Brookie Creek

Durango, Colorado 81301

### **Board Members Present:**

George Widmeyer, President

Jeanie Emigh, Secretary

Jim Whittier, Treasurer

Bob Condit, Maintenance Committee Chair

Florence Short, Architectural Chair

Cathy Neil, Director

Susan Jones, Director

### **Called To Order at 3:04 PM by President**

### **Item 5b from agenda:**

David and Erica Buckwalter presented a plan to maintain the small piece of land owned by RPOA on south side of Hermosa Creek that is adjacent to their home and property. The less than ¼ acre piece of land is accessible to them but owners at The Ranch would have to wade the creek to gain access. They are interested in purchasing this parcel and were advised by the board that 2/3rds of the owners would have to approve the sale. They agreed to get an appraisal and come back to the board with an offer that could be presented to the homeowners.

### **Approval of the Minutes for BOD meeting November 27,, 2017**

**Cathy Neil moved that the minutes be approved and Susan Jones seconded the motion.**

**Motion passed unanimously.**

### **President, George Widmeyer**

Deferred comments to other listed items on the agenda.

### **Secretary: Jeanie Emigh**

Thanks to everyone who participated in the holiday events at The Ranch. The decorations were great and the holiday party was well attended by 48 people. Thanks to donations from board members there was no cost to the RPOA for the event. All attendees brought delicious food that was enjoyed by all.

The data base is up to date with new owners. Waiting to confirm a couple of addresses of part time owners. Information will be sent to FrederickZink for preparation of the assessment invoices that need to be mailed at end of Feb.

### **Treasurer/ Finance Jim Whittier**

Financials from FredrickZink were submitted to the board members. We are under budget largely due to limited use of snow removal contract.

### **Architectural: Florence Short**

#### **New Applications**

- Lot 49

Application for new railing  
Disapproved due to incomplete application

- Lot 49

Application for temporary greenhouse  
Approved

#### **Completion Certificate(s)**

- Lot 145

New roof inspected, deposit check returned.

#### **Noncompliance issues:**

- Lot 84

Letter sent December 5, requesting wood stain and application for air conditioner  
Response letter dated Dec. 24 restating apology, not addressing stain issue  
Submitted application for air-conditioner with insufficient details.  
Board discussion held. Owners will be notified to stain fence as requested by  
June 15, 2018 or pay a fine as set by board.

- Lot 31

Letter requesting Application for Approval of the remaining satellite dish on the  
property after removal of two additional satellite dishes was sent to owners  
but no response. An email follow up will be made. Property is a rental.

### **Finance:**

After input at the last meeting the committee came up with wording to add to our current invoice payment procedures. The recommended wording is as follows: **(Item 4d in agenda)**

The following procedures shall be followed with respect to expenditure of RPOA funds.

1. Payments pursuant to Board approved contracts shall be authorized and approved as follows:  
a) if it is a fixed amount, the Treasurer shall approve the payment; b) if the amount is variable, review and approval by both the appropriate Committee Chair and the Treasurer shall be required.
2. Routine Committee operational expenditures of less than \$500 may be incurred by Committee Chairs without prior Board approval. Expenditures over \$500 shall require prior Board approval. Invoices for all Committee expenditures shall be reviewed and approved by the Committee Chair and forwarded to the Treasurer for approval and forwarding to FredrickZink for payment. Committee expenditures incurred shall be reported to the Board and included in Board minutes.

The board requested that the above language be included in the current financial procedures and it will be approved at the next board meeting.

**Maintenance:**

Bob reviewed the completed projects from 2017:

- Crack fill asphalt
- New roof for mail room
- New roof for Maintenance Shed
- Removal of trees Phase 2---fire mitigation plus removal of Russian Olive---invasive Species
- Refurbished and replaced all street signs

Snow removal was completed after last storm to help mitigate ice buildup on the streets. We still have icy spots despite application of chemicals and sand do to extremely cold nights.

**Nominating:**

We need a minimum of 3 new candidates for the board to be voted on at the annual June meeting. The nominations have to go out in the May mailing. Board members discussed potential candidates and agreed to contact homeowners and come back with names at the February meeting. Anyone interested in running for the board should contact a current board member to submit their name.

**Items requiring discussion and action:**

- a. Capital projects for the upcoming year will need to include the following
  - o Seal coat all roads( postponed from last year)
  - o Refurbish pump houses---new roofs
  - o Increase irrigation allowance by \$1850
  - o Replace all street lights

A lengthy discussion was held regarding the street lights. Options recommended by the Lighting Committee were reviewed including refurbishing existing lights which would be costly and the need to continue to “fix” them would mean additional annual costs. The consensus of the board is to replace the lights perhaps over a two year period. The current budgeted amount won’t cover the cost but there are additional funds in the reserve.

The lighting committee is pursuing two additional bids and additional information that will be brought back to the board for a final decision at the February meeting.

b. Budget for FY 2019

George and Jim presented a draft budget. We are awaiting final update on reserve study to set annual assessment. At present our reserve fund appears to be 70% funded and with the seal coating and replacement of lights we will have no additional “big ticket” items pending. We will need to look at the final cost of lighting as well before making a determination for the annual assessment due to be mailed by 3/1/2018.

c. Policy for RV Lot Parking Allocation

Mick Olmstead submitted a revised policy for the RV lot that includes updated procedures regarding the allocation of a second space to owners. The board approved the new procedures unanimously and they will be posted on the website and going forward owners will sign a copy of the agreement for The Ranch files.

**New Business:**

a. Revision to DCCRs

Jeanie and the committee met with attorney Christina Landeryou. Also in attendance was Bob Strumpf and with his assistance the committee was able to complete the revisions on the rights of developer for remaining plot at The Ranch. The committee agreed to change the wording for the legal description of this land to the wording on the deed.

Christina discussed additional changes which will be reviewed by the board and presented to the membership before going forward with a vote. The changes being made will bring us into agreement with Colorado Law and hopefully be good for the next ten years.

**The next board meeting will be Thursday, Feb. 22, 2018 at 3PM at Ward/Widmeyer residence 480 Cottonwood Creek Rd.**

**Jim Whittier moved and Florence Short seconded that the meeting be adjourned. The motion carried unanimously. Meeting adjourned at 5PM.**

Respectfully Submitted Jeanie Emigh, Secretary

Approved: George Widmeyer, President