

The Ranch Property Owners Association
Revised Board of Directors Meeting
Minutes
Jan 13, 2020

Location: Huttner house, 22 Latigo Road
Start Time: 3:00 p.m.

Board Members:

Bob Condit, President
Laura Parker, Secretary
Desire Collins, Treasurer
Florence Short, Architectural Chair
Maureen Tara, Maintenance Chair
Linda Philp, Director
Rick Huttner, Director

Guests:

George Widmeyer
Len Schmeltzer
Jim Moore
Cathy Roulstin

1. Call to Order at 3:04
2. Approval of the Minutes for BOD Meeting of Nov 19, 2019. Motion to approve, seconded and unanimously approved.
3. Reports of Officers and Standing Committees
 - a. President – Bob Condit
Terms up at end of year include Architectural and President; nominating committee to seek candidates. Bob will not run for reelection. DCCRs still need to be more in more compliance with state regulations. Executive session to take place at end of meeting.
 - b. Secretary – Laura Parker
One set of safe deposit keys have been found. Will plan to do inventory of documents in near future and add snow removal contract to box.
Cathy Roulstin has agreed to take over secretary position.
Lot #10 is now for sale and not currently rented.
 - c. Treasurer – Desiree Collins
Operating and Capital budget are within budget year to date.
 - d. Architectural – Florence Short
Lot # 11 - Completion of roofing project with new Davinci shingles.
Architectural committee is working with board to align rules with DCCRs – Hopefully ready by end of January for board review.
 - e. Maintenance – Maureen Tara
 - Front sign committee- preliminary designs pending from Durango Signs. Next step is to meet, review design options and provide feedback to Durango Signs who will provide a bid. Doug with Earthscapes also wants to bid on this project. Desiree, Rick, Jim Moore, Florence and George Widmeyer also want to participate in review of designs.
 - John Randal from RPS met with George and Maureen to look at culverts. They were ranked in order of worse to best in terms of condition. Priority to deal with the 4-5

culverts in the worse condition over the next several years. There are time limitations for completing this project due to freezing. There is an estimate in place for the 2 culverts in worse condition (ranked 9/10). There is also an estimate for the Fawn Lake culvert. Money has been set aside in the upcoming budget.

- Estimate provided for work on 3 large trees in the circle, to be done in the winter with a discount. This has run over FY 2019 budget. There is money to use in FY 2020 to pay for this in April, will defer work until March. Maureen motioned for approval to use 2020 funds, motion was seconded and unanimously approved.
 - Estimate still pending for replacement of rock along roadways.
 - Bear park pump is broken. Pending plan for fixing this. Need to identify who will do this work. May use Grand Junction Pipe if they are still available.
- f. Nominating – Linda Philp will be working with Jeanne Emigh to identify who may be candidates for two upcoming board positions.

4. Items Requiring Discussion/Action: See New and Old Business

5. New Business:

a. Results of Reserve Survey and revisions to Reserve Study presented. There are 37 components which are considered capital improvements which may need to be repaired or addressed over the next 30 years. This study was developed based on our patterns as well as patterns by other communities. Based on this information provided in the study, increase of annual assessment is recommended to ensure that we are funded to reduce risk of special assessment. Maintenance of the culvert system is adding to needs this year for 5 to be done in next few years. We are estimated to be 68% funded (in the context of a 3% increase in annual assessment), which is not far off from status in prior funding status (except that last year we were at 80%). For information regarding reserve study, please contact Desiree.

b. Draft of Annual Assessment letter is reviewed. Association reserve drives recommendation for annual assessment increase and this was discussed. It was felt that our funding status would remain adequate with a 2 % increase in annual assessment. Moved and seconded for 2% increase in annual assessment – unanimously approved. Annual meeting date planned for June 14th. Letter to be rewritten – will need to know where to mail assessment (pending decision regarding accounting firm – see Old Business 6b).

c. Develop plan for Annual Assessment Mailing - Who will we mail checks to

6. Old Business:

a. Status of draft budget - Treasurer – Provided to board for review

b. Contract with Fredrick Zink & Associates will be up in March. They propose a 20 % increase in fees as they felt they wrote off many hours providing work for The Ranch. Desiree is reaching out to another company, Elliot Meadows, that provided bid last year.

c. Status of Ranch Entrance Sign - Maintenance (See Above 3e)

d. Street Lighting – Discuss alternate proposal for replacement of light poles to reduce cost. A number of light poles are rotting at the base and may present a risk. Initial concept was to transition to metal light poles, however very costly. A more cost effective option presented was to rebuild with cedar wood (with design similar to current) but to attach to a metal bracket set in concrete base. Consider ranking poles at level of risk and do some at a time. Another consideration is transitioning lights to LED for a cost savings for electric.

e. Gazebo repair – roof underlay is rotting and it is a consideration to replace the roof. This will likely extend beyond what is in the budget, will review reserve study. Consider moving roof repair to capital budget due to effect on lifespan of new roof. Does not impact allocation to reserve.

7. Announcements: None

8. Next Meeting Schedule and Location – Monday Feb 10th 2020 at Bob Condit’s residence.

9. Adjournment: Motion to adjourn (Rick Hutner), seconded and unanimously approved to adjourn at 5:00 PM to executive session to discuss compliance with architectural committee rules.

Respectfully submitted

Laura Parker, Secretary

Approved

Bob Condit, President