

The Ranch Property Owners Association
Board of Directors Meeting
Minutes

Date: January 18, 2021
Location: Zoom Meeting
Start Time: 3:00 pm

Board Members:

Rick Huttner, President
Janet Dermer: Secretary
Desiree Collins, Treasurer
Jill Ward & Judy Burgess, Architectural Co-Chairs (Not Present)
Maureen Tara, Maintenance Chair
Jay Eagen, Director
Mimi Frenette, Director
Mike Caspers, Director

Guests:

George Widmeyer
Bob Strumpf
Florence Short

1. Call to order at 3:04 pm.
2. Reports of Officers and Standing Committees
 - a. President – Rick Huttner
Approval of the minutes for the December BOD meeting.
Motion made, seconded, and carried.
 - b. Secretary – Janet Dermer
Nothing to report.
 - c. Treasurer/Finance – Desiree Collins
Investments – Netting approximately 2% on investments.

Reserve study – Study completed. Provides guidelines for amount of money that should be in reserve to decrease likelihood of a special assessment. Goal is to have reserve funding at 70% of threshold because funding above that does not significantly decrease the risk of a special assessment. Reserve study will be password protected and put on the website.

Budget – Budget will be approved at the February meeting. Principal drivers of the budget are the following:

Frederick Zink & Associates (administrative)
EarthScapes (landscaping)
Snow Removal and Road Maintenance
Irrigation
Electricity

Additional financial and budgeting details provided to residents upon request.

d. Architectural – Jill Ward and Judy Burgess

Pending

Lot 1 Front Porch Brace
Lot 46 Install forced air and AC condenser behind stone wall
Lot 146 Installing railings at front and back door

Active

Lot 18 Bumping house out on 3 sides

Complete

Lot 5 Replace 3 windows back of house
Lot 16 Removing 3 trees
Lot 23 New roof and garage door
Lot 48 Bringing in gas line and extending deck
Lot 52 Install HVAC system
Lot 71 Replace bathroom windows and door
Lot 80 Removing 2 aspens next to house
Lot 85 Replace glass sun roof with Presidential TL 50 shingles
Lot 87 Replace gazebo roof
Lot 98 Dumpster placement

e. Maintenance – Maureen Tara.

Reserve Bridge – As weather permits, the existing bridge will be removed, piers installed if needed, telephone poles placed in position, and treads attached to the poles.

Sustaining Landscape Committee – Recommendation to have a water management and conservation study done by a qualified water engineer. George to contact SGM to get recommendations and cost.

EarthScapes –

Irrigation contract cost is not increasing for FY 21 or 22. Motion made, seconded, and carried to approve EarthScapes irrigation contract.

Maintenance contract of common areas and gardens increasing by 1.5% to add an additional weeding day for FY 21 and 22. Motion made, seconded, and carried to approve renewal of EarthScapes maintenance contract.

Motion made, seconded, and carried to approve adding an amendment to each contract to add two, 1 year renewal options.

Culverts – Engineering company did a review to determine scope of work. Subsequently, three bids for the work were requested and received. Motion made, seconded, and carried to approve S&S Construction to do the work. Maureen will find out how they charge for any additional work that is needed.

Weed Control – Two bids requested and received. Scotts Pro Lawn was recommended. Motion made, seconded, and carried to approve Scotts Pro Lawn for weed control.

Front Entrance – Maureen will send a project overview to the board. The size of the sign may be reduced to decrease project cost. Entrance designs and write-up will be added to the winter Roundup edition followed by homeowners vote to choose a design.

- f. Director – Jay Eagen.
Survey results – A summary was provided to brief the board.

3. Old Business

- a. Budget Planning Process – See above.
- b. Contract with Frederick Zink & Associates – Motion made, seconded, and carried to approve contract.
- c. Status of Ranch Entrance Sign – See above.
- d. Status of Reserve Bridge Repair – See above.
- e. Status of culvert repair – See above.
- f. Annual Association Reserve Study Update – See above.
- g. Ranch Survey Follow-up – See above.

4. New Business

- a. Annual Assessment Letter – Draft provided to the board.
- b. Plan for Annual Assessment Mailing – Jeanie Emigh and Ken Hunter volunteered to mail the assessment to Ranch residents.
- c. Reserve Area Water Issue – The cottonwoods in the Reserve are dying from not enough water and old age. Bob Strumpf and Sam Foster will do an initial study of the water status and investigate what drought tolerant trees can be planted to replace the cottonwoods.

- d. Quarterly Newsletter – Draft of next newsletter was sent to the board for review. A recommendation was made to use the same password for all documents posted on the website.
 - e. February Board Planning Session – Recommendation to have a board meeting to plan follow-up steps per the survey. Planning session scheduled for February 8th, 2021 at 3:00 pm. The meeting will be held on Zoom.
5. Next BOD Meeting Schedule and Location – February 15th, 2021 at 3:00 pm. The meeting will be held on Zoom
 6. Adjournment: Motion made, seconded, and vote carried to adjourn at 5:36 pm.
 7. Executive session held after the BOD meeting to discuss the architectural review fee for the addition on Lot 18.

Submitted by: Janet Dermer