

**RPOA BOARD MEETING**  
**September 20, 2021**  
**VIA ZOOM**

**Members Present:**

Rick Huttner: President  
Jim Prendergast: Treasurer  
Jeanie Emigh, Secretary  
Jay Eagen, Round-up Editor  
Mike August, Maintenance Chair  
Mimi Frenette, Nominating Chair(absent)  
Mike Casper, Director

**Additional Owners Attending:**

Bob Strumpf  
Myriam Palmer  
Desiree Collins  
George Widmeyer

**Meeting called to order by Rick Huttner at 3:00pm**

**(Item taken out of order to accommodate presenter)**

**5 c. DCCRs and voting procedures/ Desiree Collins (Note correction in number from agenda)**

Legal has offered update to the proposed amended DCCRs: Section 2.11 defining real property, Section 6.5 clarifying architectural work completion certificates, and Article XIV, further defining recreational use of common ground. These wording clarifications have been made to the DCCRs. The new language in Section 6.5 was based on a request from the Architecture Committee.

**Desiree requested and the BOD voted unanimously to approve that the comment period for changes to DCCRs. end this date, September 20, 2021.**

The BOD set the date of 10/8/21 for the mailing of the ballots for approval of new amended DCCRs with a return date of 11/8/21. **The BOD voted unanimously to approve the wording of the ballot.**

An envelope will be included with the ballot with all returns going to FrederickZink, a 3<sup>rd</sup> party, who will count the ballots and notify the BOD and RPOA of the results following November 8, 2021. A letter from Rick Huttner explaining the process will be included in the mailing.

Desiree made the following recommendation for future BOD action:

1. Develop a written policy regarding water usage
2. Provide a copy of the current Architectural Rules to prospective buyers with copy of DCCRs.
3. Develop approval for policy and procedures for Association Website, Including duties of the BOD specific to utilization of the website.
4. Include a refresher training regarding the Architectural Rules, Policies, and Procedures at our next annual meeting.

**6. a. Entrance Trespassing sign** (Note correction in number from agenda)

**Desiree** reviewed two sign suggestions with wording to discourage trespassing. **The BOD voted unanimously to accept a sign with a cream background and wording “Please Don’t Trespass”.** It will replace the sign “Slow down you are on mountain time.”

**2. The BOD voted unanimously to approve the August 16, 2021 minutes with two changes made by Jay Eagen.**

**3. Follow up on recommendations for Website Management/ Myriam Palmer**

**The BOD voted to unanimously to approve the following guidelines for the website.**

1. **Maintain one year BOD minutes on website/archive past minutes**
2. **Maintain one year approved and one year draft annual minutes on website/archive past minutes**
3. **Maintain one year of meeting agendas, calendar and announcements on website**
4. **Maintain one year of documents on website unless BOD indicates otherwise**
5. **All website postings will be forwarded, following BOD approval, from secretary or president**
6. **All volunteer personal contact information will be removed from website.**

Moving forward Myriam and her committee will explore what other homeowners’ associations are doing with their websites. They will work on expanding information and developing a website tailored to our community and bring back recommendations to the BOD.

**4. Reports of Officers and Standing Committees**

**a. President: Rick Huttner -No report**

**b. Secretary: Jeanie Emigh**

We have 3 new owners at The Ranch and when information becomes available a new Owners’ Information for the BOD will be distributed. There were errors in the new Directory and Rick asked if there could be some way to send out corrections. Jeanie will investigate and report back to BOD. Florence Short is distributing the new Directories and Jeanie will mail to owners who are not present at The Ranch by first week in October.

**c. Treasurer/Finance**

We are close to projected 2021-2022 budget. Jim provided graph information to the BOD showing budget projections and expenditures.

A meeting of the finance committee will be held in upcoming week.

**d. Architectural: (Written report submitted)**

**Approved:**

Lot #4 Install AC

Lot 48 Paint gutter brown/column caps earth tones

Lot 27 Install new door and side window/paint color of exterior wall

Lot 30 Paint house brown solid stain, install new gutter & downspout

Lot 60 Renovated and paint front deck and walkway

Lot 96 Install solar panels

**Completed**

Lot 51 Extend front patio decking with synthetic wood material

**e. Maintenance: Mike August**

Laura Palmer has resigned as committee co-chair. Mike August will will continue as Chair of Maintenance Committee

**Tasks Completed:**

1. Pinon Pines between Hwy 550 and townhomes treated and as needed removed  
BOD approval given at last BOD meeting
2. Crack Seal of streets, except for one short stretch completed
3. Irrigation for townhomes/Bear Park split into two zones
4. Fall Fertilizing completed

**Pending Tasks**

1. Complete removal of junipers, with volunteers, and add plants. BOD approved costs at last September BOD meeting
2. Seedlings will be planted for tree restoration in preserve
3. Fall Clean-up Oct 8, 9
4. Irrigation Shutdown September 26 with pumps off. Blowout begins Oct 4.
5. Owners should let Mike know if they see thistles so they can be spayed  
Owners should provide input into common area assessment to prioritize work

**Emerging Issues**

1. Animal Ditch Water-quality and quantity issues this month
2. Mike requested and BOD voted unanimously to approve \$5.00 per hour fuel Surcharge for snow removal. Contract ends March 2022. **BOD voted unanimously to approve additional cost.**

The issues of pond liner removal brought forward by Myriam Palmer needs to be addressed. Jay Eagen also noted that a chair and a sub-committee for Streets/Roads needs to be created per discussion at September BOD meeting.

**f. Nominating: Mimi Frenette (No report)**

**5. Old Business (Note correction in number from agenda)**

**a. Entrance Sign: Rick Huttner/Mike August**

Rick and Mike are reviewing all options for the entrance sign and associated costs. The issue of the removal of the trees at the entrance was discussed. These trees present a safety hazard as they allow for ice build up beneath them that causes problems for drivers. In addition, the tree roots are causing buckles in the pavement. Rick recommended that removal of the trees go forward this year as the sign replacement cannot be completed until 2022. If this can be completed at a lower cost when Woodchuck is here in October this will be an additional reason to move forward. Rick will pursue this and inform the BOD. Jay also recommended that owners we notified if this is to be done in October and told the rationale for the decision.

**b. Status of Brainstorm account/ George Widmeyer**

No report at this time. Jay Eagen volunteered to work with George on this issue

**6. New Business (Note correction in number from agenda)**

**b. Report for Maintenance Management/ Mimi Frenette**

Jay Eagen will forward a report from this sub-committee for discussion at the October BOD meeting.

**Action Items for October BOD Meeting:**

1. Brainstorm Account:/ George Widmeyer/Jay Eagen
2. Recommendations for BOD action from Desire Collins
3. Maintenance Management report/ Mimi Frenette/ Jay Eagen
4. Easement for James Ranch Property/ George Widmeyer
5. Status of Street Committee and pond liner removal/ Mike August

**Next BOD meeting scheduled for Monday, October 18, 2021 3pm via ZOOM**

**7. BOD voted unanimously to adjourn meeting at 4:20PM**

**Respectfully submitted:**

**Jeanie Emigh RPOA Board Secretary**

**Approved: Rick Huttner, RPOA Board**