

RPOA BOARD MEETING
January 9, 2023
262 Cottonwood Creek Rd.
Also, via zoom

Members Present:

Jay Eagen: President
Mimi Frenette: Vice President
Jim Prendergast: Treasurer
Jeanie Emigh: Secretary
Maureen Tara, Maintenance Chair
Myriam Palmer
Laura Parker
Linda Philp: Architecture Committee
Kent Short: Neighborhood Watch, Chair

Additional Owners Present

Katherine Holt via zoom
George Widmeyer via zoom

1. Call to order by Jay Eagen at 3:01PM

2. Approval of Minutes for BOD Meeting, November 23, 2022

BOD voted unanimously to approve minutes.

3. Report of Officers and Standing Committees:

a. President: Jay Eagen

Jay requested a change in the Annual Meeting to June 11, 2023, 2pm at Animas Grange. The BOD agreed to this change and the date will be changed on the website as soon as Jeanie can confirm the Grange is available that date. **(Action Item: Jeanie Emigh)**
Remainder of report contained in agenda items

b. Secretary: Jeanie Emigh

A timeline for sending out Annual Letter and Invoices was presented. Jeanie needs to get material to FZ so invoices can be printed no later than 2/5 to ensure prompt mailing.

c. Treasurer: Jim Prendergast:

Jim presented information for the 2023-2024 budget including a report from Association Reserve regarding updates to our reserve account. The BOD held an extensive discussion regarding items focusing on culvert repair, redirecting monies set aside for pond liners to pond liner removal and repairs, redoing tennis courts, crack sealing of streets and landscaping costs to improve the areas

where Junipers were removed from the berm by James Ranch and along Hwy 550 North.

Monies were included to cover cost of weeding gardens. Katherine Holt indicated that 50% of Ranch gardens have been adopted by owners living nearby, reducing labor costs.

After making some adjustments to the budget Jim moved, it was seconded, and the BOD unanimously approved the 2023-2024 budget. Jim will continue to adjust the reserve study and forward that information electronically to the BOD. The budget summary will be included with the 2023-2024 Assessment Letter.

Jim moved and the BOD unanimously approved a 3.17% increase in the 2023-2024 Annual Assessment and set the assessment amount to be charged at \$2,600 per lot for 2023-2024.

Association investment accounts performed better than expected for the past year.

FZ is moving software to Quick Books for most clients. This will facilitate auto bill pay. There is a subscription cost for the RPOA and Jim will bring that amount back to the BOD at the next meeting. **(Action Item: Jim Prendergast)**

Jim thanked Jay, George, and Maureen for their timely assistance in getting budget completed.

d. Architecture: (Written Report)

Applied: No new applications

Approved: No new approvals

Completed: Lot 60: Replace decking with stone pavers
Lot 143: Install fence for privacy

e. Maintenance: Maureen Tara

The snow removal process was reviewed by Maureen. Rescue Property Services, our contracted company, clears all Ranch Roads when there is 3 inches of snow. They do additional clean-up work in the shady areas when we get less snow and icy streets could cause problems. Jay requested, and Maureen agreed to write this up for the next Round-up so that all residents will have the information.

(Action Item: Maureen Tara)

Gopher Removal: Laura Parker

Laura presented a comprehensive plan to keep control of gophers along the berm and properties facing James Ranch. She is willing to oversee this project if adopted and she can establish a regular maintenance schedule. The contractor used last year was proactive and found infestations and treated them without having been told to do so. Laura, for personal reasons, cannot oversee an “as needed” contract. Additional discussion was held regarding treatment of gophers in the preserve which is a natural habitat for them. The BOD asked that Laura and Maureen meet and bring back a plan to the BOD at the Feb. meeting. **(Action Item: Maureen Tara/ Laura Parker April 2023)**

We are still awaiting a contract from Earthscapes on a two-year renewal of their landscaping and irrigation contract in addition to several other projects. Maureen will advise BOD when received. **(Action Item: Maureen Tara)**

f. Nominating: Mimi Frenette

As we go forward in the new year, we need to actively recruit anyone who might be interested in serving on the BOD. Mimi will do a write up for the upcoming Round-Up. **(Action Item: Mimi Frenette)**

g. Neighborhood Watch: Kent Short

Kent circulated a document covering standards of conduct for Neighborhood Watch participants. This document complies with the standards set by the National Sheriffs’ Association. The BOD reviewed, discussed and approved the write up.

4. Old Business:

a. Past Due account:

Jay advised the BOD that the current owner of the lot that is in default on their assessment has failed to contact the RPOA as requested by a letter sent to them by our attorney. Said letter was returned as “undeliverable.” The BOD voted unanimously to move forward with placing a lien on the property that will include interest and attorney fees. **(Action Item: Jay Eagen)**

b. Status Changes to Policy and Procedures re: Dues Collection:

Jay advised that this document, reviewed by our attorney, elicited no questions or comments from owners following placement in the last Round-Up. The attorney advised it does not need to be registered with the County. The

document will be added to our website to replace the current document and a copy placed in safety deposit box. **(Action Item: Jay Eagen/Jeanie Emigh)**

c. Reserve Study:

See Treasurer Report

d. Front Entrance Sign:

Maureen indicated a bid was received to add the brown cap stone to the rock work. The BOD unanimously approved going forward with the bid and the work will be scheduled for spring/summer when company available. **(Action Item: Maureen Tara for spring 2023)**

e. Review of Survey Results: Katherine Holt/Jay Eagen

Jay and Mimi reviewed the results of the last survey and what was reported in the most recent Round-Up. There was no additional measurable information when answers were correlated. Further review of the items relating to the Ranch gardens are being reviewed by the garden committee. Thanks to Katherine for all her hard work on this project.

f. Security lights: Jay Eagen

A revision of the Architectural Rules for security lights is being reviewed. The Dark Skies requirements set by the County allows for greater lumens than are currently contained in the Architectural Rules. Revisions are underway. Jay extended his thanks to Dot Wehrly for her assistance. The draft rule amendment will be included in the next Ranch Round-up for homeowner comment. **(Action Item: Jay Eagen)**

5. New Business:

a. 2023/2024 Budget:

BOD see Treasurer Report

b. Schedule for mailing of invoices:

See Secretary's Report

c. Culvert Repair Maureen Tara

Maureen reported only one company, S&S Construction, bid on the upcoming project to replace the remaining culverts in The Ranch that require repair. This contract also covers repair on the leak around the Fawn Lake Culvert and road repair following completion of the project. S&S is the company that did our previous culvert repair work at The Ranch. They did a good job and know our

community. Maureen moved, the motion was seconded, and the BOD voted unanimously to award the culvert contract to S&S Construction. (**Action item Maureen Tara**)

Additional Item: Vision/Mission Statement/Jay Eagen

Jay and Mimi drafted a vision/mission statement for the Association and it was reviewed and approved by the BOD. The Statement will be placed in the next Ranch Round-Up for community input before it is finalized. (**Action Item: Jay Eagen**)

Action Items:

- **Adjustment to Reserve Study: Jim Prendergast**
- **Purchase of Quick Books Program: Jim Prendergast**
- **Earthscapes Contract: Maureen Tara/Jay Eagen**
- **Property Lien: Jay Eagen**
- **Collection Policy & Procedure: Jay Eagen/Jeanie Emigh**
- **Round-Up Articles: Jay Eagen; Mission Statement: Outdoor Lighting**

Next BOD meeting is scheduled for Monday, February 20, 2023, at 3pm

The BOD moved to adjourn meeting at 5.27pm.

Respectfully Submitted:
Jeanie Emigh, Secretary

Approved:
Jay Eagen, President