

**RPOA BOARD MEETING**  
**April 24, 2023**  
**262 Cottonwood Creek Rd.**  
**Also, via zoom**

**Members Present:**

Jay Eagen: President  
Mimi Frenette: Vice President  
Jeanie Emigh: Secretary  
Linda Philp: Architectural Committee  
Kent Short: Neighborhood Watch

**Additional Owners Present**

Maureen Tara via zoom  
Sam Foster via zoom  
George Widmeyer via zoom  
Shelia Lee via zoom  
Nieda Jimenez

**1. Call to order by Jay Eagen at 3:03PM**

**2. Approval of Minutes for BOD Meeting, March 20, 2023**

BOD voted unanimously to approve minutes.

**3. Report of Officers and Standing Committees:**

**a. President: Jay Eagen**

Jay reviewed a letter to potential owners of Lot 82. The set backs and square footage are slightly out of compliance with the rules. There is an additional issue regarding easements on the lot. He reviewed this with our attorney who will review letter before it is sent out. The BOD approved a waiver on the square footage and set back but the easement issue requires further review with the title company. Jay is keeping in mind attorney fees involved.

**b. Vice President: Mimi Frenette**

Mimi led a discussion on the Mission Statement Guiding Principle: "Communicate with homeowners in a timely manner through appropriate mediums." With the advent of the Round Up, surveys, and posting in the mailroom we are able to keep lines of communication open with owners. Also, owners' inquiries should be brought to attention of the BOD and addressed as soon as possible. Jeanie Emigh will do guiding principle for May.

**c. Secretary: Jeanie Emigh**

Emails were sent to owners who have yet to pay annual assessments.

As Jeanie will be unable to attend annual meeting Mimi will follow up with sign-ins and voting and Jeanie will find someone to do minutes. Thanks to Mimi for completing the mailing for the Annual Meeting.

**d. Treasurer: Jim Prendergast:**

Jim indicated we are under projected budget through the end of the fiscal year. He is preparing a report to mail to owners with the annual letter.

**e. Architecture: (Written Report)**

**Applied:** No new applications

**Approved:**

Lot 71: Replace Decking with Trex

Lot 102: Replace wood shingle roof

**Completed:** None

**f. Maintenance: Maureen Tara**

Maureen is working with Laura Parker on gopher issue and will arrange meeting with proposed contractor to review work needed.

Front entrance sign light is out. A review of other lighting issues will be made to maximize the time involved to call out electrical company.

A date for annual curb side clean up is posted in mailroom and will be included in the next Round-Up.

Maureen is working on scheduling the fertilizing and weed control in common areas and notice will be posted in mailroom.

**g. Nominating: Mimi Frenette**

No report

**h. Neighborhood Watch: Kent Short**

Still some areas do not have block captains and Mimi and Kent will follow up.

Two section captains are needed. **(Action Item Mimi Frenette and Kent Short)**

Trespassing has been minimal due most likely to heavy snow. Bicycle riders seem to be the most common intruders.

A nearby neighbor (not in Ranch) was recently arrested on drug charges. It is thought some of the problems we have been having with trespassing at the Ranch were due to persons living at this address.

**4. Old Business:**

**a. Update on tennis court project.**

The carpet was pulled back to help expose surface and allow contractors to view the work that needs to be done. Jay asked for assistance in pulling it further to expose more of the underlying surface to assist in the assessment of work. **(Action Item Jay Eagen)**

**b. Update on website/email. Jay Eagen**

Word press and emails appear to be working correctly.

**c. Update postings mailroom/website spring summer activities: Jeanie Emigh**

Jeanie has posted notices in mailroom and these will be included in next Round-Up. Mimi will post information about upcoming Bear Park Happy Hour set for Friday, June 2, 2023

**d. Gopher update: Maureen Tara**

See Maintenance Report

**5. New Business:**

**a. Annual Meeting Agenda: BOD;**

Jay will complete the annual meeting agenda and it will be included in the annual Mailing. **(Action Item: Jay Eagen)**

**b. Annual Meeting printing / mailing schedule:**

Dates were set for completion of these items and Mimi will follow up with mailing the documents. **(Action Item: Mimi Frenette)**

**Additional Items:**

Jay asked that persons submitting items for next Round-Up do so by April 30.

Mimi asked that anyone having photographs to share for slide-show at Annual Meeting submit them as soon as possible.

Several owners have expressed concern over the condition of the concrete steps to the mailroom. They are in need or replacement or repair. Issues around ADA compliance may come in to play if they need replacement. Jeanie agreed to contact Tim Nistler to see if he could give us some ideas for repair or replacement. **(Action Item: Jeanie Emigh)**

**Emergency Exit: Sam Foster& Shelia Lee**

An approved first responder lock has been placed on the emergency exit gate. The Fire Marshal recommended a sign be placed indicating where the exit road is down close to Cottonwood Street. Previously the BOD voted against a permanent sign in this location and recommended a sign be placed there when and if needed. A lengthy discussion ensued and the issue was taken under advisement and will be reviewed at the next BOD Meeting. Sam will provide a picture of the new locked gate for the next Round-Up. **(Action Item BOD)**

**Action Items:**

**Tennis Court Project: Jay Eagen**

**Annual Meeting Agenda: Jay Eagen**

**Annual Meeting Mailing: Mimi Frenette**

**Neighborhood Watch Captains: Mimi Frenette and Kent Short**

**Mailroom Stairs: Jeanie Emigh**

**The BOD moved to adjourn meeting at 4:40 PM**

**Respectfully Submitted:**

**Jeanie Emigh, Secretary**

**Approved:**

**Jay Eagen, President**