

RPOA BOARD MEETING MINUTES
January 22, 2024 3:30PM
480 Cottonwood Creek & via zoom

Members Present

Jay Eagen, President
Mimi Frenette, Vice President
Jeanie Emigh, Secretary
James Prendergast, Treasurer
Cat Roulstin, Maintenance Chair

Additional Owners Present

George Widmeyer
Bob Strumpf
Gail Stern
Larry Konz

1. Call to Order Jay Eagen 3:30PM

2. Approval of Minutes for BOD Meeting, November 11, 2023

Meeting minutes approved unanimously by BOD

3. Mission Principles Discussion Led by Mimi Frenette

Work with residents, in a professional, objective, ethical manner and resolve or respond to request in a timely manner.” Mimi expressed that she feels we do a good job of communicating with residents over their concerns and keeping people informed through the BOD minutes, The Ranch Round-Up and responding to calls and emails in a timely manner. Other BOD members agreed that we have developed open communication with residents over the past couple of years and continue to make ourselves available when needed. Jim Prendergast will lead discussion at Feb. BOD meeting on Principle: “Make and implement responsible decisions regarding the use Of funds and assets belonging to the Association.”

4. Report of Officers and Standing Committees:

a. President:

Funds were moved from Morgan Stanley Account to TBK Bank to cover operating expenses. This was in line with budget expenditures which are on track.

See additional information in items in new and old business in agenda.

b. Vice President:

No report

c. Secretary:

Jeanie outlined timelines for giving assessment information to FZ and getting letter and budget printed ready for mailing by 2/18/24.

In capacity as Social Chair, Jeanie thanked Jay Eagen and Marian Hamlen for their assistance in decorating the front entrance. Lots of positive feedback.

Also, thanks to Bret and Cindy Pugsley, Mike Jeppesen, Mimi Frenette, and George Widmeyer for their help in hosting the Ranch Holiday Party.

d. Treasurer: Jim Prendergast:

Jim reviewed current expenditures and we are within budget. Our investments providing a return at 5%. He reviewed the 2024-2025 budget. Adjustments were made to the amounts in the reserve study for capital expenditures. A motion was made and approved by the board setting the 2024-2025 Annual Budget. An additional motion was made and approved setting the 2024-2025 Annual Assessment. Invoices will be mailed in mid-February and the assessment payments will be due April 1, 2024.

e. Architecture: (written report)

Approved:

Lot 18 Replace roof

Lot 25 Add 5' by 7' addition to west side of garage.

Completed:

Lot 32 Install air conditioner

Lot 147 Replace driveway

f. Maintenance: Cat Roulstin

Cat outlined the pros and cons of oil vs. water-based asphalt sealing for our roads scheduled for this fall. Bids from companies were reviewed and a bid for a water-based sealer was approved by a 4 to 1 vote by the BOD. The company selected did our last re-seal project and there was positive feedback about their work and how they did traffic management. Also, their product is more environmentally friendly.

g. Nominating: Mimi Frenette

Still looking at need for 2 new BOD members and chair for Architecture Committee. Mimi is developing a job description for each position for applicants. A mention of the need for Owners to apply will be included in the letter that goes out with assessment. **(Action Item Jay Eagen: Mimi Frenette)**

h. Neighborhood Watch: Kent Short

No report.

4. Old Business:

a. James Ranch Development:

No additional information has been received from the James family regarding development of their property at The Ranch. The following owners have volunteered and were approved to sit on an Advisory Committee to the BOD and Architecture Committee regarding this project: George Widmeyer, Dan Patterson, Michael Jeppesen, Bob Strumpf, Rick Huttner, Gail Stern, and Larry Koonz. Jay prepared an outline of the duties and responsibilities of the committee which will be reviewed at the Feb. BOD meeting, allowing time for the committee members and BOD to make input. **(Action Item: Jay Eagen)**

During the above discussion the map of the new 500-year flood plain became a topic for discussion. Several homes in the Ranch are impacted. George will provide a link to the map for owners to view which will be included in the next Round-Up. A map of the area has been posted in the mailroom. **(Action item Jay Eagen)**

b. Tennis Court Project: After much discussion and review of bids for the project, the BOD voted unanimously to install two pickle ball courts in lieu of a full tennis court. The cost of the full court far exceeded the monies available for the project. Jay will work with the company selected and get input on colors for the court surface. In addition, Jay pointed out that the fence posts need painting and we need to remove and replace the worn-out railroad ties. He and Cat will pursue cost for these projects. It was also suggested that maybe benches could be placed in the area and this will be explored with the residents who have previously built the wonderful benches we have at The Ranch. Jay will include information about this project in the assessment mailing letter. **(Action Item: Jay Eagen)**

c. Mailroom: Cat Roulstin An architect submitted drawings and design ideas for the mailroom. The BOD did not like any of the suggestions as they closed off much of the room leaving it to be somewhat claustrophobic. A more specific drawing and details are needed for the stairs to get bids from concrete contractors. Taking out the old newspaper boxes might be a project that several volunteers could follow up on this summer. **(Action Item: Cat Roulstin)**

d. Landscape/Irrigation bid status: Cat Roulstin. A tentative timeline was set to put these contracts out to bid, review bids, and select a contractor for work beginning in spring of 2025. George and the BOD will work with Cat on this project. **(Action Item Cat Roulstin)**

e. Pond erosion contract: Cat Roulstin Bids for repairing pond erosion in three locations were reviewed. There are substantial differences in cost and scope of the projects. Cat will review with the companies and bring back further information to the BOD so a decision can be made to complete the work in early spring. **(Action Item Cat Roulstin)**

5. New Business:

a. Fidelity Bond: Jay Eagen; Jim Prendergast

Our insurance company has asked board members to fill out and submit a form to ensure insurance coverage. This was emailed to all affected BOD members required to complete the forms and they have been submitted to the insurance company.

b. Raccoon Concerns:

An owner at The Ranch expressed concern over the number of racoons roaming the property. The company that traps and relocates them is closed until spring. Cat will reach out them then to secure their services if still needed. She will follow up with owner who expressed concern about the issue. **(Action Item: Cat Roulstin)**

4. Next BOD Meeting Monday February 19, 3pm at 480 Cottonwood Creek Rd. or via zoom.

7. BOD Meeting Adjourned: 5:15PM

Action Items:

James Ranch: BOD

Mailroom: Cat R.

Tennis Court: Jay E.

Pond project: Cat R.

Respectfully Submitted:

Jeanie Emigh, Secretary

Approved:

Jay Eagen, President