

**RPOA BOARD MEETING MINUTES**  
**Sept. 09, 2024 3:00**  
**480 Cottonwood Creek Road**  
**FINAL**

**Members Present**

Jay Eagen, President  
Mimi Frenette, Vice President  
Karen Waterman, Secretary  
George Widmeyer Treasurer  
Cat Roulstin, Maintenance Chair

**Additional Owners**

Nancy Woods  
Dot Wehrly

**Guests attending virtually**

(None)

1. **Call to Order:** Jay Eagen, 3:01 PM

2. **Approval of Minutes for August 19, 2024BOD Meeting**

Meeting minutes approved unanimously by BOD

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

a. **President** - Jay sent third email to Doug Mewmaw, Animas Water Company, to follow up on fire hydrant testing at the Ranch and is awaiting a reply.

Jay emailed Jim Hafferty for an update on the Ranch parcel development. Mr. Hafferty replied that his application had been submitted to La Plata County for official review. Mr. Hafferty is considering coming to CO in October for a joint meeting with La Plata county, and if meeting occurs he would like Ranch HOA participation. Special Committee for JR development met in August and noted that draft map doesn't show a water feature for parcel development(s). Past discussions with Mr. Hafferty have indicated a water feature will be incorporated into developed lots. When reviewing draft map committee noted that the Property line for JR parcel development goes beyond existing berm and James Ranch irrigation ditch. Since additional development will include landscape and water feature Jay recommends architecture committee continue to be active in all aspects of this parcel development, including water feature.

Jeanne reported to Jay that additional Ranch owners ( lot 142 ) have an existing shake roof. **(action item Jay to confirm and send letter if needed)**

**b. Vice President** Durango Herald newspaper deliveries -. At the time of recent Ranch road street coatings the Durango Herald newspaper altered their deliveries from customer driveways to the mailroom. Post completion of street coating repairs the newspapers continued to be delivered to the mailroom. Mimi contacted Herald office to inquire about return to delivering papers to subscriber driveways. Herald office replied that papers would no longer be delivered to subscribers driveway, but will be delivered to newspaper boxes in the mailroom. Herald supervisor to call Mimi for additional clarification as Ranch subscribers had assumed delivery to mailroom was temporary, **( Action Item Mimi to seek clarification from Herald supervisor )**

**c. Secretary:** Website mgr. provided report of website activity for the past month, noting increase in first time visitors. Website mgr. suggested consideration of developing texting system to alert property owners of upcoming activities such as recent road repairs. **( Action Item, Karen to get information from Ken on cost and breadth of potential of texting program )**

**d. Treasurer:**

Currently HOA is within budgets for Capital expenses, data for operational budget not available as data not released until mid Sept.

George reported that FredrickZinc & Associates have merged with MBE CPAs, LLP. FrerickZink has requested the Ranch HOA complete an authorization form allowing transfer of Ranch HOA information and files to MBE. Current FZ contract active until March 2025. Board unanimously approved signing of authorization form. Between now and early 2025 Board will monitor service provided by MBE, and will be alert to changes in costs. Board will re-evaluate accounting support options in early 2025, prior to end of current contract with FredrickZinc / MBE.

George received a request for \$100 for use for a Newcomers Luncheon Sept 28, 2024 at a Ranch resident's house. This request was unanimously approved by the Board.

Past Due Assessment - one property continues to be delinquent in paying 2023 HOA assessment. This property has made three of four requested payments. Going forward the Board will attempt to follow HOAs documented payment plan for delinquent HOA assessments.

**e. Architecture**

**Applied: 5**

**Approved: 5**

Camera in Mailroom - Association needs to check with postal service to see if mailroom camera is allowed (**Action Item, Dot to clarify with postal service regarding use of security cameras** )

Proposal for New Architecture forms D1 and E1 Dot shared a simplified draft Form D1 which will replace current Appendix D. D1 will be used for improvements for existing lots/houses.

Form E1 is a revision of the Rules for Contractors and Subcontractors. Revisions have been made secondary to recent incidents of inappropriate behavior(s) of workers performing approved improvements. In an effort to improve communication to Contractors / workers, this form will also be translated into Spanish. Both revised English and Spanish translations will use larger font. Property owners are expected to post these rules at worksite for the duration of the project. Architecture committee will provide property owners laminated copies of the E1 form for posting at their homes / worksites.

Architecture committee continues to review revised state laws regarding use of hardened materials for roofing. General intent of advised laws is to allow use of non-flammable roof material. Current Ranch / Architecture guidelines allows specific non-flammable roof materials but clarification on new law is needed. (**Action Item, Dot will research recent state legislative changes to see if HOAs, can allow some versus “all” non-flammable roof materials** )

**f. Maintenance:**

Fence Replacement Project - area behind 200 and 250 Cottonwood Creek - Cat requested and received new bids from Punch List Professionals in regards to using redwood rails for fencing replacement. Per new bid New View Fencing & Punch List Professionals are the most competitive bids. Board unanimously approved giving Cat authority to choose one of these 2 bids, based on availability, for fence replacement. If neither company can honor their bids in calendar 2024, Fence replacement for this area will be delayed until calendar year 2025.

Retention wall replacement for Pickle Ball area: - Cat received bid from JR for this improvement. They propose to remove all the railroad ties, place a layer of felt on top with rocks making a rock embankment on both N and E sides. This work is expected to

be completed within one week at a cost of between \$7500 & \$8,000.00. Proposed project start date is Nov 12, 2024. Board discussed proposal, and agreed that follow up discussion to occur between JR, Cat, & Jay. One consideration is to only to complete the north side to see how it looks, and how it wears. **Action item Jay and Cat follow up phone call with JR**

#### Mulch Pile Update

Majority of feedback regarding letter sent to property owners recommending a one year halt for owners, and non EarthScape landscapers use of debris area was supportive. After extensive discussion Board was in agreement to follow through on previous commitment to

- 1) pay for clean up of existing debris pile:
- 2) limit use of debris area to EarthScape for their work performed on common grounds, for the next year and
- 3) re-evaluate expanding use of debris pile in one year.

To verify and address concerns of some homeowners, Jay and Cat will meet with Doug / EarthScape to discuss future management of debris pile to assure debris pile will be actively managed, & pushed back as much as possible. **Action Item, Jay and Cat will meet with Doug to discuss future debris pile management**

Board noted that since the primary debris pile has been chained, a secondary pile has been started by others disposing of yard debris. This secondary pile will be monitored by board, and addressed if necessary.

Asphalt Sealing Project This project was completed successfully. Board acknowledged Cat's leadership in making this project so successful, and Cat Acknowledged George's extensive support and help in managing the project. One incident was noted - Damage to Game Trail road in front of one residence secondary to garbage pick up. Subsequently these property owners have moved their garbage cans to the main road ( Cottonwood Creek), to avoid additional damage. The damaged area could become a pothole. **Action Item Cat to follow up with Doug / EarthScape if area can be patched,, outreach to other owners to place cans on main road (Cottonwood Creek) to avoid additional road damage**

Lock cut at RV Storage - New lock and keys provided to all RV lot users

Oct 14 & 15 for Fall Clean up **Action item cat verify dates, Mimi post note in mailroom, Jay email notice to all homeowners**

g. **Nominating**: no report

h. **Neighborhood Watch**: No report

**5. New Business:**

a. Review of Board Mission Principles and Values

Board members will review and attempt over the next month to be mindful of the first RPOA Principles “Take a fair , ethical, and objective approach in representing the interest of all homeowners”. **Action Item KAREN add review of this principle to Oct. Agenda**

**Next BOD Meeting: Monday, October 21 , 2024 3PM, 480 Cottonwood Creek Road or via Zoom.**

**8. BOD Meeting Adjourned 5:13 PM**

**Action Items:**

**Confirm existing shake roof for lot 142, send letter - Jay**

**Clarify Durango Herald subscriber deliveries - Mimi**

**Obtain Proposal for use and cost of initiating a texting system - Karen**

**Clarification with US postal service on use of security cameras - Dot**

**Clarification on State legislation for requirement to allow “hardened” non inflammatory roofing materials - Dot**

**Schedule Fence Replacement with one of two approved vendors - Cat**

**Pickle Ball area, retention wall - Phone call follow up with JR - Jay & Cat**

**Game Trail Road Repair - Cat**

**Fall Clean UP - Verify dates to Board - Cat**  
**Create & post notices in Mailroom, and send to Ken for website - Mimi**  
**Send neighborhood email - Jay**  
**Encourage Homeowners to utilize this opportunity - all BOD and committee members**

**Board Principles - focus on principle “Take a fair , ethical, and objective approach in representing the interest of all homeowners” - all BOD**  
**Add joint review of this principle to Oct mtg agenda (Karen)**

**Respectfully Submitted:**  
**Karen Waterman, Secretary**

**Approved:**  
**Jay Eagen, President**