

**RPOA BOARD MEETING MINUTES**  
**September 22, 3:00 p.m.**  
**480 Cottonwood Creek Road**

**Members Present**

Mimi Frenette, President  
Tina Oldknow, Member at Large  
Karen Waterman, Secretary  
Cat Roulstin, Maintenance Chair  
George Widmeyer, Emeritus.  
Jay Eagen, Treasurer

**Additional Owners**

Nancy Woods  
Bill Kahn  
  
David Bowen (via web)

1. **Call to Order:** 3:00 p.m.

2. **Approval of Minutes for BOD Meeting, August 25, 2025**

Jay motioned, Cat seconded, Meeting minutes approved unanimously by BOD

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

**President:** James Ranch Parcel Development, see Old Business below

Vacate Easement - Chris Serwe has offered to pay attorney fees RPOA incurred disputing a historical easement with local title company. Board agreed to decline Chris's offer as this was Title company's error.

Maintenance Manual - Ad-hoc committee (Mimi, Cat, Tina, and George) have met twice and made good progress.

Mission/Vision/Values - The following Values will be reviewed at the October meeting.

- 1) Take a fair, ethical, and objective approach in representing the interest of all homeowners.
- 2) Communicate with homeowners in a timely manner through appropriate mediums
- 3) Conduct business with transparency by providing regular financial reports, meeting agendas, and minutes to the homeowners.

Other - There has been increased bear activity in the neighborhood. Residents are encouraged not to feed bears or engage in any actions which discourage their natural habitat. Cat will call Bear Smart to see if they have additional advice. The Board received a second complaint regarding outdoor lighting usage at Lot 105. This lighting impacts multiple neighbors. Homeowners have decided to replace this light with a camera.

**Secretary:** Directories for out-of-town residents were mailed. Bob Strumpf delivered two banker boxes containing a variety of RPOA documents from 2000 - 2013. In

addition, there are multiple boxes of historical documents in the storage shed. A document retention policy needs to be created. Once this policy is active, documents no longer required will be shredded. **Action item: Jay will look into a document retention policy. Karen will deliver two recent boxes of documents to George.**

**Infoservices:** The texting system was successfully utilized to alert homeowners about spraying for West Nile Virus. Currently, Ken is the only person who can add additional numbers to the group text.

**Treasurer / Finance:** Financial Reports for the month of August and the five months ending July 31, 2025, were presented by David Bowen, Peaks Accounting. For the month of August, the operating fund was under budget by \$367. For the 5 months to date, we are over budget, \$22,163.00 in our operating budget due to unexpected irrigation repair and payment of prior-year taxes. To date, there have been no expenditures from the reserve budget.

Secondary to the MBE transition, we have read-only access for the past two prior years of QuickBooks data until 2026. George created a thumb drive with fiscal data of the past 7 years.

Board unanimously approved signature authority to the TBK account for David Bowen. Both George and Jay have TBK RPOA debit cards. Estimated tax payments are being made for both federal and Colorado taxes. These expenses will be booked as fiscal year 2027 expenses since they are due in July of 2026, which is FY 2027.

Invoices need to be emailed to the Treasurer. Following approval, the Treasurer will forward them to David, and he will process payments on the 15th and 30th of each month.

**Architecture:** A written report was emailed to the Board prior to today's mtg. Applications and Approval since the August 25, 2025 Board Meeting are:

Lot 78 - replace chimney cover

Lot 9 - replace decking with tree material, and add an element above the garage door

Lot 30 - plant bushes

Lot 51 - replace exterior siding

Completed projects since the August 25, 2025 Board Meeting are:

Roof replacements completed for Lots 1, 16, 56, 72,

Lot 82 - repair window trim and replace garage window

Lot 30 - plant bushes

Lot 11 - siding replacement, exterior painting, & driveway replacement

**Maintenance:** Replacement of Cahill Pump House is on hold until the spring of 2026.

Asphalt repair is still needed at the parking area adjacent to Lot 148. The Board unanimously approved hiring Punch List Professionals to do this repair at a cost of \$750.00. Fall Clean Up will be October 13th and 14th; notices have been placed in the mailroom.

Scott Voss will lead a group of volunteers trimming the trees on the common areas that were marked by the Fire Department. An article asking for volunteers will be in the upcoming Round Up. Scott's ProLawn completed weed control spraying. Fall gopher control will be performed by San Juan Wildlife this week. One large cottonwood tree was removed along the fence line at the southern end of Bear Park bordering the Goodman subdivision. Another tree in this vicinity might need to be taken down. **Action Item: Cat and Sam will evaluate the need for removing this tree.**

A beaver dam was identified by the Animas Mosquito Control District as a possible mosquito haven. The area will be dry by Dec. 1, but mosquito eggs can last for three to four years. **Action Item: George will talk to Seth, mgr. of Animas Mosquito Control District.**

**Nominating:** Nancy Woods reviewed efforts to reorganize the Maintenance Chair position in order to redistribute the workload. Co Chair A will be responsible for Estimates, contracts, and capital projects. Co Chair B will manage seasonal maintenance, committees, and the mulch pile. George raised the issue of irrigation responsibilities. The board agreed that the workload of managing irrigation should be a separate Co Chair C. Bill is considering the Co Chair A position. George is willing to work with Co Chair C next year to transition irrigation management. Nancy submitted an article for the upcoming Round Up to help recruit members for the nominating committee.

**Neighborhood Watch:** no report.

**Social Committee** - will meet in October and will submit items to Jay for the calendar.

#### **4. Old Business**

a. Fire Prevention - Ben Stidham, Sam Foster, Ted Waterman, and Scott Voss continue helping residents with firewise tree trimming. Scott and Cat are removing junipers on the entry hill. Jay noted that the Fire Department's recommendation for clearing the area around the access road beyond the logs has not been completed. This will be done next year after spring growth.

b. James Ranch Parcel Development - Mimi reached out to Mr. Halferty, and he has not responded.

c. Master RPOA Board calendar - Jay provided an updated draft of the Board calendar. A new section called "contracting" was added to identify when contracts expire. Missing dates include our three State Farm Insurance policies, Irrigation and Maintenance, and Peaks Accounting contract. **Action Items: George will provide expiration dates of insurance policies and irrigation maintenance to Jay. Jay will add the Peaks Accounting contract date. Karen will add the calendar to the monthly agendas.**

d. Fall Ranch Round-up.

Jay would like to have the Round-up distributed by the end of September, so he will need articles submitted by the end of this week ( Sept. 26, 2025).

Cat will submit articles addressing fall cleanup, snow removal, and the need for volunteers to help with trimming in common areas. Scott Voss will submit an update from the fishing committee. Jay's article addressing tax issues and the Nominating committee's "Get Involved" article will be included. Volunteer recognition and an overview of new Architecture committee forms will be included in the winter round-up.

**Action items: Mimi to reach out to the social committee to see if they want to submit an article. Cat and Scott will submit their articles by Sept. 26, 2025.**

**5. New Business: none**

**6. Schedule for next meeting: The next BOD meeting will be on Monday, October 27, 2025 at 3:00 p.m., 480 Cottonwood Creek Road.**

**7. Adjournment: Meeting adjourned at 4:52 p.m.**

**Respectfully Submitted:  
Karen Waterman, Secretary**

**Approved:  
Mimi Frenette, President**