

RPOA BOARD MEETING MINUTES
February 23, 2026 3:00 p.m.
480 Cottonwood Creek Road

Members Present

Tina Oldknow, Member at Large
Cat Roulstin, Maintenance Chair
George Widmeyer, Emeritus
Mimi Frenette, President
Jay Eagen, Treasurer
Karen Waterman (via Zoom)

Additional Owners

Bill Kahn
Dot Wehrly

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

2. **Approval of Minutes for BOD Meeting, January 26, 2026:**

Mimi motioned for the January 23, 2026 minutes to be approved, Jay seconded. Meeting minutes approved unanimously by BOD.

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

Treasurer / Finance:

Financial Statements: For the month of January 2026, the operating expenses were under budget by \$1,929. However, for the 10 months year to date, RPOA is over the operating budget by \$20,227, primarily because of taxes and irrigation expenses.

Finance Committee: In regards to RPOA investments, per committee recommendation and Board approval, approximately \$16,000 in cash was moved to a Morgan Stanley money market fund.

Audit/Financial Review: Whitney Rosenfeld, CPA, will present her review and a fiduciary overview at a board meeting following Davids' year-end close in April.

Tax CPA Engagement Letter: See Old Business below.

President:

Maintenance Manual - Special thanks to Cat & George for all of their time and contributions and to Tina for her processing and editing. Tina is currently working on another edit which will be shared with the board prior to the March meeting.

Irrigation System Evaluation Meeting - On open Feb. 10, 2026, Mimi led an open meeting with Andrew Rapiejko, a local civil engineer, to discuss our current irrigation

system. Following this meeting, Mimi reached out to Maureen Tara of the sustainability committee, who agreed to partner with a small irrigation working group to guide next steps. A meeting date for this group is yet to be determined.

Document Retention - see old business below

Secretary: Invoices mailed Feb. 17, 2026. Updated architecture forms (form F, E1, and E2) were posted on the RPOA website in the fall, but board approval was not documented in our minutes. Tina motioned we approve the revised forms, Jay seconded, and revised forms were unanimously approved.

Infoservices: no report

Architecture: A written report was provided to the Board prior to today's meeting.

Recent reviews and approvals are -

Lot 71 - addition of metal handrail to front porch

Lot 104 - repair of common pond area in front of house

Lot 143 - expand existing deck and relocate sprinklers (conditional approval)

Maintenance:

Pond Embankment - The Board approved unanimously (via email) to accept the proposal from Pick Up Durango to complete the final pond embankment project. Weather permitting, this work will begin in early March.

Weed Control: Despite an extensive search, Cat was unable to identify additional vendors for our weed control. Cat proposed we approve Scott's Pro Lawn proposal for a \$6,290 annual fee. This contract would begin on April 1, 2026. This proposal was unanimously approved. **Action Item - Cat will provide new contract dates to Jay for the master calendar.**

Firewise Signs

We received two signs; Cat recommended one to be hung on the south side of the mailroom entrance, and the second to be hung on the south side of our neighborhood entrance. The Board unanimously agreed to these two locations.

Nominating: We are still in need of Board candidates for the upcoming terms. We are also in need of a maintenance and irrigation chairman(s). Jay recommended sending an email identifying our needs and encouraging homeowners to volunteer. **Action Item - Mimi will compose a community engagement letter. George will email to all homeowners.**

Neighborhood Watch: none

Social Committee - no report, but some items were emailed for our shared calendar.
Action Item - Mimi will discuss with Michael and clarify items.

3. RPOA Calendar Review:

4. Old Business

a. RPOA Document Retention: Tina will be participating in an online seminar to determine what documents Colorado HOAs are legally required to retain. Following this training, volunteers will be recruited to organize required files and eliminate / shred unnecessary documents.

b. James Ranch Parcel Development: Mimi received an email from Mr. Halferty, who continues to pursue developing the remaining parcel. Mr. Halferty reports that he has contacted Geoff Engineering to work with the county and the fire department regarding emergency exit issues.

c. Engagement letter for 2025 tax preparation: Tamara Bronson, who currently performs our taxes, has closed her private practice and is now employed by MBE. She provided an engagement letter and form that permits her to move RPOA records to MBE. A second engagement letter was obtained from a California-based CPA, Gary Porter, who specializes in HOA taxes and works with David on other HOAs. In considering continued use of Ms. Bronson, the board discussed the challenges in 2024 and 2025 following the MBE acquisition of our past accounting firm. In addition to missed tax filings in 2022 and 2023, there were billing, assessment, and QuickBooks transfer issues with MBE. Jay motioned for the Board to approve the tax service agreement from Gary Porter, acknowledging that this proposal is \$100 more than the MBE proposal. Karen seconded, and the board unanimously approved accepting Mr. Porter's proposal.

5. New Business:

a. HOA transfer fee: Bill inquired about the status of initiating an HOA transfer fee. The board has intermittently discussed this over the past 5 years. The current Board believes transfer fees could be an additional source of revenue for RPOA. Irrigation, grounds, and tree maintenance operating costs are expected to rise. RPOA assessments have increased annually for the past 4 years. The most recent increase was 6.9%. Revenue received from a transfer fee could stabilize assessments. The board also wants RPOA to be fiscally prepared for potential, significant irrigation improvements that are not included in the reserve budget. To approve a transfer fee would require the DCCRs to be amended and approved by 75% of RPOA homeowners. Prior to recommending, the board needs a better understanding of the transfer fee

process. If the board decides to support implementation of a real estate transfer fee, there would need to be a campaign to educate all homeowners. Possible steps in such a campaign include an article in the spring Roundup and a presentation at the annual meeting in June. Before committing to a campaign, the board will do some analysis of what other HOAs are doing in regards to transfer fees and annual assessments. **Action Item(s) - Jay will seek input from Chis Serwe and from our attorney regarding amount , use, and impacts of transfer fees in neighboring HOAs.**

6. Schedule for next meeting: The next BOD meeting will be on Tuesday, March 17, 2026, at 3:00 p.m., 480 Cottonwood Creek Road. The April meeting will be on Monday, April 20, 2026, and the May meeting will be on Tuesday, May 26, 2026.

7. Adjournment: Meeting adjourned at 4:35 p.m.

**Respectfully Submitted:
Karen Waterman, Secretary**

**Approved:
Mimi Frenette, President**