

RPOA BOARD MEETING MINUTES
January 26, 2026 3:00 p.m.
480 Cottonwood Creek Road

Members Present

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

Additional Owners

Sandy Monk
Bob Strumpf
Michael Jeppesen
Dot Wehrly
Bill Kahn
Neal Dungen
David Bowen, accountant

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

2. **Approval of Minutes for BOD Meeting, November 17, 2025:**

Mimi motioned for November minutes to be approved, Tina seconded. Meeting minutes approved unanimously by BOD.

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

Treasurer / Finance:

Jay provided an overview of proposed Budget he and David developed for next year (April 1, 2026 - March 31, 2027). This budget reflects a 5% (\$150) increase in annual assessments. The proposed Operating budget is approximately the same as this year, with a 1% increase. The remaining increased revenue is proposed to go to our reserve budget, resulting in a 15% increase in our reserve budget from our current year.

The increase to reserve funds is for significant future expenses of resurfacing roads and potential repair / renovation of our irrigation system. The irrigation system is approximately 40 years old and showing signs of degradation. The reserve study projects costs for pump expenses but not for piping. The board is exploring options for assessment and potential renovation. Jay spoke to a Denver firm who would charge \$4,500 for an initial visit. George and Cat met with a local civil engineer, Andrew Rapiejko, who provided an initial conceptual plan replacing our eight pump system to a two pump system. He would charge around \$3,200 to complete a final plan. Jay recommended a second meeting with Mr. Rapiejko to obtain more information about his

proposal and subsequent costs. **Action Item: Cat will arrange a meeting with the local engineer, board members, and interested homeowners.**

In regards to the proposed operating budget, there was concern that the amount for irrigation (\$55,000) was too low as year-to-date costs are \$64,095. A 7% increase in annual assessments would yield an additional \$5,000 in revenue that could be allocated for irrigation. A 7% increase would raise annual assessments by \$200. Jay motioned to approve the \$200 assessment increase and amend the draft budget; Karen seconded, and the motion was unanimously approved.

Tax CPA Engagement Letter: See New Business below.

Certificate of Deposit: The finance committee recommended exploring a CD for the \$16,000 cash in our Morgan Stanley account. A motion was made to authorize Jay to investigate a CD, with follow-up via email. **Action Item: Jay will search CD options and email the board.**

Revenue Options: RPOA reserve funds might be inadequate to meet future road paving projects and irrigation repair. Potential solutions include Special Assessments, Annual Assessment Increases Prioritizing Reserve Revenue (as done for next year's budget), Real Estate Transfer Fee, and Cost-Cutting. The Board will revisit these options, if needed, when there is a better understanding of irrigation repairs costs.

President: Mimi thanked Bill Kahn for his thoughtful consideration and his willingness to serve as a Maintenance co-chair.

Maintenance Manual - George and Cat have written a comprehensive draft. **Action item: Tina will review and edit.**

Infoservices: Jeanie provided a detailed list of part-time and full-time residents to the nominating committee to assist them in identifying potential candidates for board and committee positions. She has discussed procedures for invoicing annual assessment fees with David and Jay, and is prepared for upcoming copying and mailing.

Architecture: A written report was provided to the Board.

Lot 16 - Window Replacement

Lot 18 - Install L-shaped wall on deck

Lot 87 - Conditional approval for a metal fence

Lot 114 - Heat pump / mini split HVAC system installation

Maintenance: Tree removal from reserve - and streetlight repairs have been completed. The decision to allow a Goodman resident to plant 2 trees on the south side of the tennis court was reversed, as there are too many irrigation lines and sprinkler heads in that area.

Pond Embankment - Cat updated the waterscape bed summary submitted by SGM in 2023. She determined most of the needed major renovations have been completed. For the remaining Pond Embankment project, she obtained estimates from True Blue Landscape (\$17,076) & EarthScapes (\$17,000). She anticipates a third proposal from Nate Andrews. **Action item: Cat to share bids and recommendations with the board via email after receiving the third proposal.**

Weed Control: Scott's Pro Lawn will be contacted to request 2026 pricing.

Nominating: Bill Kahn has offered to serve as Co-Chair of the Maintenance Committee. There is still a need for a second Maintenance Co-Chair. Michael Jeppesen, Chair of the Social Committee, is willing to serve as a board member next year.

Neighborhood Watch: no report.

Social Committee - Michael has secured Jeff Plankenhorn to perform at Bear Lake this summer on June 11, 2026. Cost will be covered by volunteer donations. The social committee is sponsoring an international dinner on May 15, 2026.

3. RPOA Calendar Review:

4. Old Business

a. RPOA Document Retention: Jay researched information on Colorado HOA document retention guidelines and mandatory retention periods. Financial Statements are required to be kept for 3 years, Tax Returns for 2 years. Governing Documents, Board Minutes, Records of Actions Taken without a Meeting, and Detailed Records of Receipts and Expenditures are required to be kept permanently. RPOA documents are kept in the storeroom adjacent to the mailroom and need to be reviewed, discarded selectively, and organized. **Action Item: - Mimi and Tina to meet and consider a plan for review.**

b. James Ranch Parcel Development: Jim Halferty has made some progress with the county and will be coming to Durango to meet directly with the county. He is willing to meet with Mimi and others who are interested. **Action Item: Mimi to contact Mr. Halferty on available meeting times when he comes to Durango.**

5. New Business:

a. 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 has provided an engagement letter and form that permits her to move RPOA records to MBE as she wants to continue preparing RPOA federal and state taxes for \$850. 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. His cost is \$950. Some members would like to seek additional local options. **Action Item: Bill Kahn will verify that a local firm he uses has HOA expertise.**

6. Schedule for next meeting: The next BOD meeting will be on Monday, February 23, 2026, at 3:00 p.m., 480 Cottonwood Creek Road.

7. Adjournment: Meeting adjourned at 5:19 p.m.

Respectfully Submitted:
Karen Waterman, Secretary

Approved:
Mimi Frenette, President