

RPOA BOARD MEETING MINUTES

May 26, 2026 3:00 p.m.

480 Cottonwood Creek Road

Members Present

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

Additional Owners

Dot Wehrly
Maureen Tara
Michael Jeppesen
David Bowen
Bill Kahn
Tom Bilczo
Whitney Rosenfield
Nancy Woods
Cathy Eagen

1. Call to Order: 3:00 P.M.

2. Approval of Minutes for BOD Meeting, April 20, 2026:

Jay motioned for March minutes to be approved, Tina seconded. April 20, 2026 meeting minutes approved unanimously by BOD.

3. Report of Officers and Standing Committees:

Treasurer / Finance: Financial Statements: David reviewed April Financial Statements noting Accounts Payables are paid in full. Tax filings are due in July, David has been in contact with Gary Porter who will provide draft filings to David in June.

President: Maintenance Manual - has been completed. Electronic copies will be provided to board members. If feasible Board would like to eventually have this lengthy document posted on the website in a password protected section. **Action Item - Jay to discuss creating restricted access section on the website with Ken**

Round-Up: June Round-Up will include updates / announcements on:

Irrigation, Garage Sale, Parcel Development, Annual Mtg. (Jay)

Summer Clean Up, Firewise (Cat)

Car Show (Michael). **Action Item - Cat and Michael send articles to Jay**

Annual Meeting Agenda - (see new business below)

Secretary: Annual meeting packets mailed May 09, 2026. To date we have received 20 signed proxy cards. Special thanks to George for formatting & ordering all of the

packet materials. **Action Item - Karen will email the board on number of received proxies weekly.**

Infoservices: No report

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

Recent reviews and approvals -

Lot 84 - Repaint one level of Exterior house

Lot 60 - Convert part of front walkway into a ramp

Lot 22 - Install Heat Pump on wall behind garage

Maintenance: Spring Clean Up - Scheduled with Wood Chuck for Monday, June 8. and Tuesday, June 9. Mulch Pile - The mulch pile will be open for the month of June on June 3 and June 17. Scott's Pro-Lawn - spring weed application applied on May 14 and 15. Next application will be in the fall.

Firewise - Firewise designated status requires annual recertification. Volunteers have recently been trimming trees identified last year by the fire department. Homeowners have expressed unhappiness about common area tree work done without prior consultation and notification. Their concerns are that these trimmings impact their line of sight and impede their privacy. Some board members were not informed about the timing of the recent tree cutting. Going forward homeowners will be informed of planned trimming by Maintenance Chair B. If a homeowner has a major objection, they can appeal to the full board for discussion. Last year the fire department also identified the brush along the pathway bordering the preserve as a fire risk. **Action Item - Cat will discuss brush mitigation with Firewise chair to develop a plan for volunteers to clear the brush.**

Sound Proofing south end of Pickle Ball court - Cat obtained two estimates for sound screens to address a homeowner complaint of noise from the pickle ball court. One bid from FenceScreen was \$4,660.68 and the bid from acoustical solutions was \$5,907.69. Last fall Jay identified less expensive screens from Amazon. The 3 lilac bushes planted adjacent to the courts are not growing. Tom suggested, the board plant Thuja trees as they are fast growing. **Action Item - Cat to check on condition of lilac bushes and review prior estimates of less expensive screens.**

Maintenance Chair B - Cat introduced Tom Bilczo who has volunteered to serve in this position.

Nominating: (see Maintenance above)

Neighborhood Watch: none

Social Committee - The recent Greek-themed international dinner on May 15th sold out. Upcoming events include a carpool to a Ska Brewing concert on June 12, a Car Show on June 20, and a concert in Bear park on July 16. Committee would like to install a locked poster case to display notices. **Action Item - Cathy and Nieda will look at utilizing unused mail slots as an area for the poster case and other signage.**

4. RPOA Calendar Review: Jay added updating committee rosters and check signing authority to the annual calendar. **Action Item - Karen to update committee membership list, include in June minutes and post in the mailroom.**

5. Old Business

a. RPOA Document Retention: Tina identified boxes of RPOA documents in the gardener shed that have been designated for shredding. **Action Item - Tina will take these boxes to be shredded.**

b. James Ranch Parcel Development: Jim Halferty communicated to Scott Voss that they are using Goff Engineering to support preparation of the tract map and for navigating required approvals from the County. Mr. Halferty will provide an overview of what had been done to date, and what remains to be done.

c. Irrigation System Project - Maureen and George completed an inventory of common area irrigation and discovered multiple areas where zones are combined with homeowner and common area property. Kathryn identified a \$2,000 grant with proposal due May 31, 2026. Michael suggested a demonstration garden on East side of Bear Lake. Maureen would like to have a one hour consultation with Columbine Landscapes to obtain recommendations for converting irrigated areas to xeriscape. Michael suggested Tiffany, from Durango Nursery as another possible consultant. The issue of modernizing our current irrigation system continues to be a concern for the board. The irrigation committee membership has dwindled, and George does not have the time to obtain estimates on the cost of major irrigation system updates. Jay believes we need a long term vision regarding our irrigation. There was agreement we need to reconsider the prior proposal from Colorado Environmental Solutions for an onsite evaluation of our existing system. The irrigation systems will move to nightly runs, eventually, in an effort to conserve water and decrease evaporation. Homeowners will be notified in advance of this change. **Action Item - Jay will retrieve prior proposal from Aspen group, share with board, and discuss at a future board meeting.**

d. Transfer Fee no updates - transfer fee will not be considered until board has an understanding of the cost for modernizing our existing irrigation system.

e. Community Engagement has recruited 6 more volunteers.

6. New Business - Whitney Rosenfield CPA, Overview of Board Member Fiduciary Duties, and Internal Controls Review - Whitney Rosenfield CPA presented this overview and led a discussion of board member fiduciary oversight, roles and responsibilities. She advised that RPOA board members have three core duties. These duties are 1) Duty of Care, to make informed decisions and understand financial implications, 2) Duty of Loyalty, to prioritize association interests over individual preferences, and 3) Duty of obedience, follow governing documents, budgets, and laws. In regards to financial oversight she advised board to focus on materiality, variances, and large transactions. She emphasized the importance of strong reserve / long-term financial planning in an effort to avoid special assessments as they can hurt homeowners.

In regards to our current processes she advised us to simplify the accounts payable and payment processing workflow. She suggested bills for contracted / routine items be streamlined and go directly to our accountant. In general she advised our board allow our accountant to handle more financial management individually with the board providing oversight. **Action Item - Karen to add follow up to these recommendations on an upcoming agenda.**

b. Annual Meeting - The annual meeting is scheduled for Sunday June 14, 2026 at the Animas Grange. The agenda will include a community slide show. Introductions of Board members, new Ranch homeowners, and our three standing board candidates will be introduced. Updates will be presented from the Architecture, Maintenance, Firewise, and Irrigation committees.

c. Date for Community Garage Sale - RPOA is not sponsoring an official garage sale this year. Homeowners who wish to have their own sale are asked to schedule it for Saturday June 27, 2026.

7. Schedule for next meeting: The next BOD meeting will be on Sunday, June 14 2026, following the Annual Meeting.

8. Adjournment: Meeting adjourned at 6:20p.m.

Respectfully Submitted:
Karen Waterman, Secretary

Approved:
Mimi Frenette, President

