

Rollins Ranch HOA Board Meeting Agenda

October 14, 2026, 8:00 PM via Zoom

Attending:

Board Members: Phillip Cook, Ryan Parker, Trevin Wallin, Christian Bauer, and Dale Johnson.

HOA Manager: James Durrant. Homeowners in attendance:

Agenda:

1. Welcome and introductions
2. Open comments by homeowners
3. Approve the last board meeting minutes. (The last board meeting was a neighborhood gathering to discuss the improvements adjacent to the walking trail in the middle of the HOA. No binding decisions were made—no minutes were taken.)
4. Review the financial statements.
5. Minutes from the County Commission Meeting. The transfer of property from the HOA to Mark and Jennifer Hancock Revocable Trust is formalized and approved by Morgan County.

July 21, 2026 – County Commission Meeting

Rollins Ranch Development Agreement 6th Amendment: A request for approval of Ordinance CO 26-15 of a 6th amendment to the Rollins Ranch Development Agreement located in the Mountain Green area in unincorporated Morgan County.

Planner Kent Page explained that the request simply formalizes the transfer of Parcel A in Rollins Ranch from the HOA to the Mark and Jennifer Hancock Revocable Trust. The Planning Commission unanimously recommended approval and confirmed that public trail access remains unchanged under the original development agreement. Joe Siggety, attorney for the Hancocks, clarified that all trail and pavilion improvements on Parcel A are already completed. Commissioners noted this amendment corrects an informal transfer made two years ago that was done without attorneys and outside the required development agreement process. The Sixth Amendment formally aligns the ownership change with county requirements while preserving native open space restrictions.

Commissioner Newton moved to enter Public Hearing.

Seconded by Commissioner Nickerson

VOTE:

Commission Chair Wilson: Aye

Commissioner Newton: Aye

Commissioner Blocker: Aye

Commission Vice Chair Nickerson: Aye

Commissioner Fackrell: Aye

The vote was unanimous. The motion passed.

6. Update:
 - a) Landscaping: ProGreen

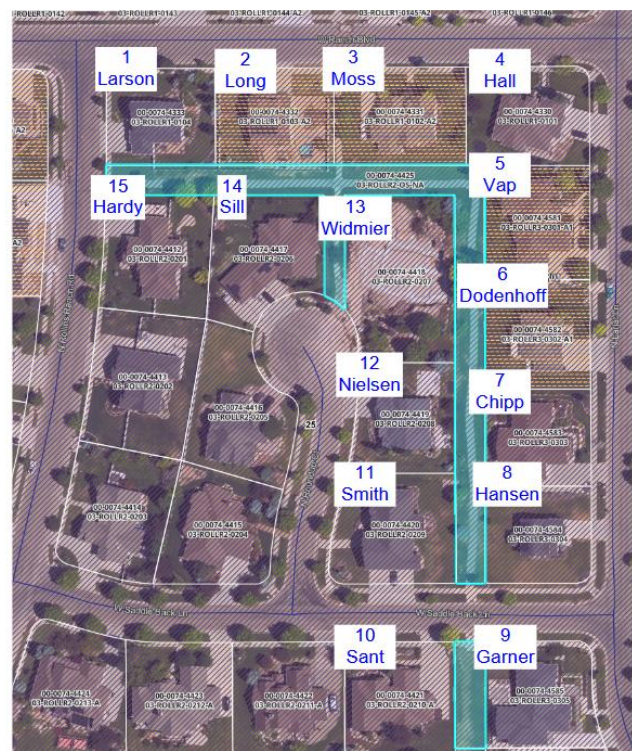
- i) The sprinkler system has been winterized.
 - ii) They will be mowing, cleaning leaves and debris from the last storm tomorrow.
 - iii) They will most likely mow 1-2 more times this season and take care of leaves as needed.
 - iv) Available to do any other landscaping needs.
- b) Christmas Lights
- i) Light to be turned on the week after Halloween might be later due to the rain storms.
 - ii) \$5,000 (same cost as last year)
- c) Morgan County contacted me about the trees in the HOA that extend over the roads. School buses and snow removal vehicles cannot get as close as they need to the curb. The trees that are of concern are on homeowner's property. Limbs that over sidewalks need to be trimmed as well so that pedestrians have a clear path. The County easement extends to the back of the sidewalk. The county can technically trim the protruding limbs. I told him that I would include this in the next email (which I did). I told him that this is a county issue and that they should notify homes that are of concern before they start cutting back trees.
7. Landscaping improvements along the common area walkway

EXHIBIT 1 SCOPE MAP WITH OWNER PREFERENCES



ROLLINS RANCH OVERALL

Landscaping Preference per Home Owner			
#	Neighbor	Preference	Comment
1	Larson	Xeriscape	Currently watering it, needs HOA to manage it if it stays green space
2	Long	Either	Want some trees.
3	Moss	Grass	
4	Hall	Grass	
5	Vap		No response
6	Dodenhoff		No response
7	Chipp	Both	Don't want any more trees.
8	Hansen	Either	
11	Smith	Grass	Needs to be taken care of by HOA
12	Nielsen	Grass	
13	Widmier	Both	Cobble stone where there is solid fence. Grass where the fence is open picket. Issues with grass not getting enough water.
14	Sill	Grass and TREES	Leave it primarily as grass and add trees.
15	Hardy	Xeriscape	



- a) Phil sent out a bid invitation to 5 landscaping companies

Rollins Ranch Open Space Landscape Design RFP

Rollins Ranch HOA - Issued 10/09/2026

Project overview

The Rollins Ranch Homeowners Association (HOA) seeks proposals to redesign the landscaping along the HOA open space pathway (see attached Exhibit 1). The new design should reduce irrigation water use, reflect homeowner input where possible, and create a unified look along the full length of the path.

- **Site:** Rollins Ranch open space/pathway, parcel 00-0074-4425 (03-ROLLR2-OS-NA), approx. 30,500 sq ft
- **Layout:** An east–west segment behind lots 1–4 near N Rollins Ranch Rd; a short spur south to the N Roundup Ct cul-de-sac; a north–south segment from the east end down to W Saddle Back Ln; and a short segment south of W Saddle Back Ln between lots 9 and 10
- **Adjacent homes:** 15 lots border the pathway (numbered 1–15 on the site plan)
- **Current condition:** Turf grass, trees, and mixed shrubs on spray irrigation.
- **HOA contact:** Christian Bauer, cbauer287@gmail.com, 801.842.9102

Project goals

1. **Reduce water use.** Replace high-water turf and plantings with drought-tolerant, native, or xeric plants, and upgrade irrigation as necessary.
2. **Reflect owner preferences within a cohesive design.** Reflect input from the 15 homeowners next to the pathway and include their preferences where practical. The pathway must be designed to become one consistent landscape in plant palette, materials, and style.
3. **Add seating (optional).** Propose locations and materials for a few park benches, such as natural stone or similar durable, low-maintenance options.

Scope of services and deliverables

The selected designer will:

1. **Assess the site.** Review existing plants, irrigation, soils, drainage, sun and shade, and water use.
2. **Develop a concept design.** Provide one to two concepts with plant palette, hardscape, and bench options for HOA Board review.
3. **Deliver the final design.** Include:
 - o Planting plan with plant list, sizes, and quantities
 - o Irrigation plan or retrofit recommendations
 - o Bench and hardscape locations, materials, and specs
 - o Opinion of probable installation cost, with optional phasing

Installation is not part of this RFP.

Proposal requirements

Proposals should include:

- Proposed timeline from kickoff to final design
- Fixed fee or not-to-exceed fee, broken out by task, with hourly rates for extra work
- Email proposals as one PDF to Christian Bauer, cbauer287@gmail.com, with the subject line "Pathway Landscape Design Proposal." Send questions in writing to the same address.

8. Other board items:
9. Schedule the next board meeting.
 - a) Adjourn.
10. Closed Board Meeting