

DOUGLASS RANCH PROPERTY OWNERS ASSOCIATION

Minutes of the Regular Meeting of the Board of Directors

February 28, 2021

Call to Order: Meeting was called to order at 6:12p.m. by Dallas Ostrom, DRPOA President

Location: Virtual via Zoom

Attendance

Board Members Present:

| | | | |
|----------------|-----------|--------------|-------------------------------|
| Dallas Ostrom | President | 512-769-6400 | drpoa.president@gmail.com |
| Andréa Swenson | Secretary | 612-201-0289 | drpoa.secretary2020@gmail.com |
| Todd William | Treasurer | 303-8385117 | drpoa.treasurer2020@gmail.com |

Board Members Absent:

| | | | |
|---------------|-----------------|--------------|-------------------------------|
| Veris Simms | Vice President | 720-220-5631 | drpoa.vicepresident@gmail.com |
| Mark Ferguson | Roads & Grounds | 720-403-3939 | drpoa.randg@gmail.com |

Others Present:

Members at Large:

| | |
|-----------------------|--------------------------|
| Randy & Tricia Jensen | Mike & Cathy Rheinberger |
| Dan & Corrine Graver | Pam Senjem |
| Aaron Reilly | AJ Ostrom |

I. Approval of the Agenda

- Open Forum
- Progress Updates: Treasurer, Roads and Grounds
- **Old Business**
 - i. Jefferson County Planning & Zoning - Association Registration
 - ii. Rewrite of Governing Documents (CC&Rs)
- **New Business –**
 - i. Design Review Committee Members
 - ii. Discuss Forming New Committees and their Members
- **Additions to the Agenda – None.**

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II. Approval of Minutes – January 14, 2021

- Approval of the minutes postponed for next meeting.

III. Open Forum to the Members at Large – Association Members were given opportunity to speak for five minutes.

IV. Presentation of Reports

▪ Treasurer's Update by Todd Williams –

- Four (4) Checks were issued: 3- for snow removal and 1-for legal fees.
- To date, 24-residents have submitted payment for their dues.

▪ Roads and Grounds Update by Dallas Ostrom on behalf of Mark Ferguson

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- The Pond Project** - It has come to the attention of the Board that the Pond Project will be significantly more involved to repair than first realized. Costs associated to ensure proper drainage flow into the pond and robustness to withstand a 100-year storm event will be much higher than first anticipated. However, the Board of Directors are working diligently with neighbor-volunteers in pursuing all available options to keep costs as low as possible. News from the Jefferson County representatives with more information on which approach they will accept is pending. The community will be given regular updates as new developments and information come in.

V. Business from the Previous Meeting –

- **Rewrite of the Governing Documents** – Mr. Ostrom urges the Board members to continue their efforts in reviewing the draft of the Declaration of Protective Covenants, Conditions and Restrictions for Douglass Ranch (CC&Rs), that were recently distributed via email by our attorney.

VI. New Business –

- **Advisory Board** – It was recently learned that there is no legal provision for having an advisor or of having an advisory board to the Board of Directors, since the individual(s) acting in that role will not be participating in voting. Instead, it is more appropriate to develop committees, for example, a financial committee. Committees come under the purview of the Board and, therefore, are indemnified for any liability.
- **Establishment of New Committees and Nomination of Committee Members** – Mr. Ostrom proposed the establishing of four new committees.
 - Design Review Committee** - Mr. Ostrom proposed to retain the current composition of this committee: Rick Koth and Randy Jensen to continue in their role and add Mark Ferguson to replace outgoing Board Member, Aaron Reilly.
 - Motion I:** Mr. Ostrom assumed the motion to maintain the current committee members, Rick Koth and Randy Jensen, and elect Mark Ferguson to the Design Review Committee.
 - Motion Seconded by:** Todd Williams.
 - Motion I Passed:** Unanimously.

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- ii. **Pond Project Committee** – Many of the individuals to be nominated have already been actively serving as volunteers. Among them: Paul Swenson and Randy Jensen. To enable a continuity of volunteer service, application, and focus, Mr. Ostrom proposed establishing a Pond Project Committee, by formally nominating the aforementioned volunteers to continue in their role, and Todd Williams, and also invite Gary Lenhart, since the pond is on his property. DRPOA Roads and Grounds, Mark Ferguson, and DRPOA President, Dallas Ostrom will continue as Board Member liaisons.

1. **Motion II:** Mr. Ostrom assumed the motion to formally establish the Pond Project Committee, inviting Paul Swenson, Randy Jensen, Todd Williams, and Gary Lenhart as committee members.

2. **Motion II Seconded by:** Andréa Swenson

3. **Motion II Passed:** Unanimously

- iii. **CC&Rs Committee** – To ensure a continuity of service, application, and focus, Mr. Ostrom proposed establishing a CC&Rs Committee, combining former 2020 board members, Aaron Reilly and Randy Jensen to partner with the current 2021 Board of Directors.

1. **Motion III:** Mr. Ostrom assumed the motion to form the CC&Rs Committee combining all of the 2021 Board Member with former 2020 Board Members, Aaron Reilly and Randy Jensen.

2. **Motion III Seconded by:** Andréa Swenson

3. **Motion III Passed:** Unanimously.

- iv. **Firewise Committee** - Mr. Ostrom proposed formally establishing a Firewise Committee. This committee will assist not only in maintaining our Firewise designation, but in monitoring potential government funding and grant applications for fire mitigation, and working closely with the local fire department for services such as mitigation assessments, and wildfire resources.

1. **Motion IV:** Mr. Ostrom assumed the motion to establish the Firewise Committee, nominating Mike and Cathy Rheinberger, Doug Benning, Tricia Jensen, and Tom Washburn as committee members. DRPOA Vice President, Veris Simms, will serve a Board Member liaison.

2. **Motion IV Seconded by:** Andréa Swenson

3. **Motion IV Passed:** Unanimously.

- VII. **Review Master Calendar** – To date, all is on track. The next item respectively:

- **DR Newsletter** – publish and distribute the DR newsletter.
- **Jefferson County Planning & Zoning – Association Registration** - register for DORA (Department of Regulatory Agencies)

- VIII. **Future Action Steps** –

- **Dallas Ostrom** – Mr. Ostrom will contact the individuals and volunteers who were not in attendance at this meeting, Paul Swenson, Tom Washburn, and Doug Benning, to formally invite them to onto their respectively committees.

- IX. **Adjournment** – Meeting adjourned 7:22pm

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Submitted by, Andréa Swenson, DRPOA Secretary