

DOUGLASS RANCH PROPERTY OWNERS' ASSOCIATION

Minutes from the Regular Meeting of the Board of Directors

April 23, 2023

Call to Order: Meeting was called to order at 6:06 p.m. by Veris Simms, DRPOA President

Location: Virtual via Zoom

Attendance

Board Members Present:

Veris Simms	President	720-220-5631	drpoa.president21@gmail.com
Anamaria Popescu	Vice President	(856) 448-3464	drpoa.vicepresident@gmail.com
Andréa Swenson	Secretary	612-201-0289	drpoa.secretary2020@gmail.com
Todd William	Treasurer	303-838-5117	drpoa.treasurer2020@gmail.com

Board Members Absent: None

Others Present:

Members at Large:

Rick & Magda Koth	Seana & Joe Nestegard
Barb Pleva	Mike & Cathy Rheinberger
Randy & Tricia Jensen	Paul Swenson

- I. **Approval of the Agenda** – Approve Unanimously
 - **Additions to the Agenda** - None

- II. **Approval of Minutes** – Minutes for the Special Meeting of the Board of Directors, December 22, 2022, and Special Meeting of the Members Budget Ratification for January 22,2023 were approved via Board Action without a Meeting.

- III. **Board Member Resignation** - Tricia Jensen has resigned from the board of directors. Mr. Simms thanked Mrs. Jensen for her service.

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IV. Report of the Treasurers Report for the Quarter | Todd Williams

- **Balance on as of meeting date, April 23, 2023,** \$28, 629.02

Receipts

Members' Dues	\$24,500.00
Special Assessments	<u>\$13,366.67</u>

Total Receipts \$37, 836.67

Disbursements

Barr Engineering	\$6,900.00
Plote Construction, Inc.	\$1,100.00
Fencing	\$2,156.00
Snow Plowing	\$225.00

Total Disbursements \$ 10,381.00

Mr. Williams requests approval to transfer funds in the amount of \$13,000.00 from checking to savings.

- **Motion I:** Veris moves to transfer funds in the amount of \$13,000.00 from checking to savings.
- **Motion I Seconded:** Andréa Swenson
- **Motion I Approved:** Unanimously

V. Business from the Previous Meeting –

- **Roads & Grounds –**

- i. **Dougllass Ranch Dr. Rehabilitation Follow Up | Anamaria Popescu** - A detailed letter was submitted to Jefferson County and verbal communication has been established with the superintendent of Jefferson County. Dougllass Ranch Dr. is scheduled for overlay sometime in late summer.
- ii. **Love's Enterprise – Warranty Work Drake Court Seal Coating Fall of 2022 Follow up | Veris Simms** – A walk-through of Drake Court with Owner/Operator, Mike Love, of Love's Enterprises is planned for the week of April 24, 2023, to assess quality of the sealcoating job before commencing warranty work.

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VI. Report Standing Committees –

- **Firewise | Veris Simms, Chair –**
 - i. **Notice of Referendum** – The merger of three fire rescue departments and Mill Levy. Voting dates to be announced.
 - ii. **Survey** - Committee member, Tom Washburn, will create a survey to poll the community about Firewise in general and fire mitigation.
 - iii. **Maintaining Firewise USA Status** - Fire Mitigation Log – Reminder will be sent to lot owners to log hours and funds invested in fire mitigation.
 - iv. **Matching Grant** – It is confirmed there is no matching grant program. Request for more information has been sent to Ben Yellen, Fuels Crew Lead.
 - v. **Newsletter Publishing Schedule** – Announced bi-monthly.
- **Governing Documents Committee | Veris Simms, Chair**
 - i. **Small Group Discussion Results** – Results are expected to be distributed membership-wide soon. A community meeting to follow with dates and times pending.

VII. New Business –

- **New DRPOA Attorney** – Wendy E. Weigler has taken over for our previous attorney Kim A. Porter.
- **Updates to Three Policies and Procedures** – Our new legal counsel has noted that three of our policies need to be updated following the passage of HB-1137, which went into effect of August 10, 2022. These are: Collections, Enforcement and Conduct of Meeting.
 - i. **Costs to Prepare:** A fixed rate of \$350.00, including any revisions needed and template forms.
 - ii. **Additional Policy & Procedure:** Conflict of Interest policy is also in need of updating and can be included for \$100.00. Total cost for all 4 policies at a fixed rate price: \$450.00.
 1. **Motion II:** Andréa Swenson moves to accept the offer to update 4-policies and procedures by Wendy Weigler at the fixed rate of \$450.00.
 2. **Motion II Seconded:** Anamaria Popescu
 3. **Motion II Approved:** Unanimously

VIII. Adjournment – Meeting adjourned at 6:42 PM

Submitted by, Andréa Swenson, DRPOA Secretary