

DOUGLASS RANCH PROPERTY OWNERS ASSOCIATION

Minutes from the Regular Meeting of the Board of Directors

July 20, 2022

Call to Order: Meeting was called to order at 6:10 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
Andréa Swenson	Secretary	612-201-0289	drpoa.secretary2020@gmail.com
Todd Williams	Treasurer	307-287-6255	drpoa.treasurer2020@gmail.com
Randy Jensen	VP Road & Grounds	303-681-5745	vp.roads.grounds@gmail.com

Board Members Absent:

Others Present:

Members at Large:

Tricia Jensen	Mike & Cathy Rheinberger
Pam Senjem	Doug Benning

- I. Approval of the Agenda** – agenda was modified. The following is the order of business.
- **Additions to the Agenda** – None

Approval of Minutes – Postponed. Secretary is still awaiting any corrections, if any, to the minutes for both February 23, 2022, CC&R committee – Nothing to report since the Chair is still waiting on notes from the townhall meeting.

II. Firewise Committee Chair Report I Tricia Jensen

- The Firewise chair has nothing to report as this time. DRPOA President Veris Simms requests to contact him to set up the next Firewise meeting.

III. Treasurer's Report I Todd Williams -

- **Annual Dues:** There are 3-households that are delinquent.
 - i. **Total Amount Outstanding:** \$2,000.00
- **Special Assessments:** 4-households are delinquent.
 - i. **Total Amount Outstanding Special Assessments - \$8,920.00. ***

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- **Delinquent Notice** – Notices have been sent and collection efforts continue to date.
 - **Impact on Pond Project Construction** – Despite the remaining sums outstanding on the Special Assessment dues, it will not impede DRPOA's ability to pay for construction.
- IV. Tom Washburn Resignation Announcement made by Veris Simms** – Though Mr. Washburn's resignation is regretful, the DRPOA board will not seek to fill the vacated seat. Instead, the DRPOA current governing session will continue with its remaining members until the next annual meeting.
- V. Progress Report on the Collection of "Authorization Forms to Publish Mailing Address, Telephone Number(s), and Email." I Andréa Swenson**
- To date, only 22 of the 42 authorization forms have been received since mailing out the forms and reminder through an email blast. Will give until the July, then will proceed organizing the contact information.
- VI. Vice President of Roads & Grounds/Storm Water-Pond Report I Randy Jensen**
- **Storm Water-Pond Project** - Plote Construction has delayed commencement of their work until September for the following reasons:
 - i. **Fencing** – sections of the fence must be temporarily removed to allow trucks access to the project site and to deliver materials. Schedule to deliver rock is expected 15 days from July 20, 2022. Todd Williams is also actively coordinating the logistics on the cattle that grazes on the property nearby with rancher, Greg Podd
 - **Construction Inspection Contract with Barr Engineering.** – The committee chair proposed to rescind Motion II from February 23, 2022, authorizing entering a construction inspection agreement with Barr Engineering of costs not exceeding \$8,000.00. The \$8,000 was set on a 20-day construction schedule but has since been revised to a 6 to 10 days' schedule. This amount needs to be adjusted.
 - i. **Motion I:** Randy Jensen moves to rescind Motion II from February 23, 2022.
 - ii. **Motion I Seconded by:** Todd Williams
 - iii. **Motion I Passed:** 3-1, with the one abstention. Voting Yes – Mr. Simms, Mr. Jensen, and Mr. Williams. Abstention – Mrs. Swenson
 - **Discussions on whether to have a construction inspection.**
 - i. The primary concern is to ensure the project continues to be compliant with the necessary legal requirements both structurally and logistically to avoid liability. It was discussed that a qualified firm be hired to perform the construction inspection. Barr engineering was discussed as a potential company. It is also recommended that during the construction process, there are at least two inspections: 1) at the beginning phase of the construction, and 2) at the final phase which

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confirms the construction is sound according to specifications and the legal requirements.

- **Discussion on the Executive Board's certification on DRPOA'S Policies and Procedures, and the subject of Policy II, Conflicts of Interest, and thoroughness of knowledge of the Declaration of Protective Covenants, Conditions, and Restrictions for Douglass Ranch (CC&R).**
- **Randy Jensen formally Resigns from his Role and Responsibility as Vice President of Roads and Grounds/Storm Water Pond Project.** - Also resigns the chair of the CC&Rs' Committee, but will continue serving on the Design Review Committee, and will continue serving on the Board of Directors as a Member-at-Large.
 - i. **DRPOA President, Veris Simms Acknowledges** – Veris Simms acknowledges ask the resignation to be formally submitted in writing.

VII. Adjournment –

- **Motion II:** Veris moves to adjourn the meeting
 - **Motion II Seconded:** Todd Williams
 - **Motion II Passed:** 3-1, Voting yes: Mr. Simms, Mr. Williams., and Mrs. Swenson. With one non-voiced abstention by Mr. Jensen.
 - Meeting adjourned 7:02pm
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- **Board Action without a Meeting – Approval of the Minutes for July 20, 2022:**
The minutes were originally submitted via electronic mail to the Board of Directors on August 21, 2022.
 - **Motion Set August 23:** Randy Jensen moves to approve the minutes as corrected.
 - **Motion Seconded:** Veris Simms
 - **Motion Passed:** Unanimously

Respectfully Submitted by, Andréa Swenson, DRPOA Secretary