

DOUGLASS RANCH PROPERTY OWNERS ASSOCIATION

Minutes from the Annual Meeting of the Members

Sunday, December 12, 2021

Call to Order: Meeting was called to order at 6:19 p.m. by Veris Simms, DRPOA President

Location: Elk Creek Elementary School, 13304 US Hwy 285, Pine, CO 804700

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 William	Treasurer	303-838-5117	drpoa.treasurer2020@gmail.com
Randy Jensen	Director	303-681-5745	jensen5513@gmail.com

Board Members Absent:

Mark Ferguson	Roads & Grounds	720-403-3939	drpoa.randg@gmail.com
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Others Present:

Members at Large:

Tricia Jensen	Mike & Cathy Rheinberger
Dan & Corrine Graver	Pam Senjem
Aaron & Amy Reilly	Dallas & AJ Ostrom
Gary & Cynthia Lenhart	Jay & Lore Genender
Tom Washburn	Gary & Colleen Jorgensen
Mary Adrian	Susan Festag
Doug & Barb Benning	Rick Koth
Carl & Susie Price	Joe & Seana Nestegard
John Jerz & Anamaria Popescu	Brian & Pam Senjem
Dave & Marie Sanders	Paul Swenson
Richard Merrick	

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I. Approval of Minutes – Postponed.

II. Officer's Report –

- **President Veris Simms** – Moving forward together is the main message. Mr. Simms reports our priority in the coming days ahead are the Storm Water/Pond project build of the dam, and finishing the review of the final draft of the CC&Rs (Declaration of Covenants, Conditions, and Restrictions for Douglass Ranch Property Owners Association).
 - i. **CC&Rs Workshop** – A workshop will be held for the community to allow time to review the CC&Rs together.
- **Secretary's Report** – DRPOA community have grown to included three contributors: Colleen Jorgensen and Seana Nestegard (Environmental/Avian Wildlife), Tricia Jensen (Firewise), and Pam Senjem (Fiber Optic Internet).
 - i. **Email Distribution List** – Some community members have requested to be removed from the community email chain. The email distributions spreadsheet has been updated and is downloadable to community members. However, Mrs. Swenson advises this list is different from the subscriber's list for official DRPOA announcements distributed from our email campaign and blog. Therefore, please respect the privacy of our neighbors and not reuse an older email chain but refer to the update version on the DRPOA website.
- **Treasurer's Reports** – Mr. Williams reports the following breakdown:
 - i. **Community Checking** – \$26,596.16
 - ii. **Primary Expenses** – Snowplowing: \$6,274.00
 - iii. **Attorney's Fees** - the majority of consultation was over the CC&Rs review and draft, and re-write.
 - 1. **Agreed Price Negotiated by the 2020 Board** - Fees are a flat rate of \$6,962.00.
 - 2. **Miscellaneous Consultations** - Throughout the year other consultations included the Design Review definition, board and members' meeting parameters, guidelines, and its definitions. (i.e. protocols for meeting of the members or special meeting of the members versus regular or special meeting of the board of directors, etc.)
 - iv. **Storm Water/Pond Project** –
 - 1. **Engineering & Design**: The fee incurred for this service from Barr Engineering came to \$21,208.00
 - v. **Savings** – Mr. Williams reports that with interest and a refund of our construction fee, we will end the year with a balance in savings of \$75,124.13.

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- **Road's & Grounds Report – Mark Ferguson:** Roads repair came to \$4,081.00 for repairs and sealing Baldwin Court. This falls in line with the 5 year road's repair plan.

III. Reports from Committee Chairs –

- **Firewise Committee, Tricia Jensen, Chair** – The community accomplished 1,260 hours in fire mitigation for 2021. The culmination came to \$82,000.00 (i.e. contractor mitigation, owners investing in fireproof shingles, cement siding, and gutters with pine needle guards, etc.).
 - i. **Combined Labor** - \$111,000.00 invested toward Firewise compliance.
 - ii. **Special Acknowledgment of Thanks to Firewise committee member, Doug Benning**, who accomplished over 300 hours of fire mitigation.
 - iii. **Five-Year Plan Expected** – The Firewise committee will produce a five-year plan for the community.
 - iv. **Community Project** – The goal for 2022 will be to develop a community project for association members to band together for fire mitigation efforts.
 - v. **Community-wildfire protection plan** – New information will be forthcoming to the community.
 - vi. **Inter-Canyon Fire Protection and Elk Creek Fire Department** – Volunteers are needed. Please contact these organization if interested.
 - vii. **Acknowledgment of Thanks** – Mr. Tom Washburn and Mr. Veris Simms for their expertise, and to Mr. & Mrs. Rheinberger for their donation to the Firewise handbook.
- **Design Review Committee – Rick Koth, Chair** – Mr. Koth reports an outline of what concerns qualify the attention of the Design Review Committee.
 - i. **Exterior of the Home and Landscaping**
 - ii. **New Builds** – Reports no new builds since 2005/2006.
 - iii. **Lot 36 Oughtons** – Lot 36 does not qualify as a new build, since there was already a structure on the property.
 - 1. The Oughtons provided the following in accordance with our Design Standards:
 - a. **Permits** – the necessary permits required from Jefferson County
 - b. **Design/Blue Prints** – The name of the contractors hired and architect permitted for the project build submitted.
 - c. **Project Build Timeline** – Oughtons presented a timeline with periodic updates and submitted them to the Design Review Committee (including members, Mark Ferguson, and Randy Jensen).
- **CC&Rs Committee, Randy Jensen, Chair** – The following recaps the timeline of the 2020 Board of Directors effort to update and revise DRPOA's governing documents: Articles of Incorporation, Bylaws, and our Declaration of Protective

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Covenants, Conditions, and Restrictions for Douglass Ranch (also referred to as CC&Rs)

- i. **Draft 1** – The committee submitted its first draft to the DRPOA attorney, Kim A. Porter in December 2020. We requested the attorney insert clauses according to her expert opinion that may we find useful to our community moving forward.
 - ii. **The special focus was our CC&Rs.** As such the document's content were enlarged from 20 pages to 40, which required additional time to review. However, the committee reviewed each governing document thoroughly in a series of subsequent meetings removing unnecessary clauses or refining the definitions thereof.
 - iii. **Return the Draft 1 to the Attorney** - Committees comments from the Attorney's Draft 1 has been returned to our attorney for final review. Then the committee will conduct their own final review. After which the final draft of the documents will be sent to the membership, and a special meeting of the members will be called to employ a workshop session for all Association members. Our attorney will also attend to answer questions.
- **Storm Water/Pond Project – Mr. Jensen Report for Mark Ferguson, Chair – (request of packet outline available upon request)**
 - i. **The Culvert and realignment channel outfall** – Jefferson County has completed their end of the project of rebuilding the culvert and realigning the channel outfall which now flows directly into the pond.
 - ii. **Surveyor** – Required in order to develop and submit a set of plans.
 - iii. **Engineering and Design firm: Barr Engineering** – the committee solicited bids, with Paul Swenson. As an employee of Barr, he recused himself from the committee. Although, Barr was not the least expensive they were the best qualified choice, since they would not require DRPOA to pay for another geo-technical (geo-tech) survey.
 - iv. **Emergency Spillway (See Handout)** - An emergency spillway will be constructed as per requirement by the state of Colorado. 400 cubic yards of dirt will be removed on the north side of the pond and will dig down to the current culvert there, collapse it and insure stability, then return an estimated 350 cubic yards of about 12-18" rip-rap to fill in. This meets all the emergency spillway standards and engineering requirements.
 - 1. **Design Plans Obtained in August.** – Once the DRPOA received the design, DRPOA Storm Water/Pond project committee advertised the project on November 23, 2021 to solicit bid proposals from contractors for the project build. Mr. Jensen also sent and advertisement to the head of Colorado Contractors Association. At this report, four contractors have expressed interest and have

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attended our mandatory bid meeting. Bids are scheduled to open on December 23, 2021.

- 2. Construction Price** – The cost estimates are dependent on the final awarding of the bid proposal.

- a. Costs Confirmed** – (see report) DRPOA have firm numbers on the survey and design costs. Projected costs are estimated overall to be \$214,00.00 (as of this reporting).

- 3. Special Meeting of the Member** – DRPROA Board of Directors will call a special meeting of the members to report the final cost of the project build, once bids are turned and final decision made of the contract award.

- 4. Construction Start Date** – Spring of 2022.

IV. Open Forum to the Members at Large –

V. Adjournment – Meeting adjourned 7:55 PM

Submitted by, Andréa Swenson, DRPOA Secretary