

DOUGLASS RANCH PROPERTY OWNERS' ASSOCIATION

Minutes from the Annual Meeting of the Members
November 30, 2022

Call to Order: Meeting was called to order at 6:14p.m. by Veris Simms, DRPOA President

Location: Elk Creek Elementary, 13304 US Hwy. 285, Pine, CO 80470

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: None

Members Present:

Members in Attendance in-person

Paul & Corinne Graver	Matthew Maczuzak
Sean Jackson	Ching-Shyan Chen
Tom Washburn	Doug Benning
Julie Gronhovd	Carl & Susie Price
Colleen Jorgensen	Joe & Seana Nestegard
Cairon Moore	Brian & Pam Senjem
Charlie Williams	Paul Swenson
Barbara Pleva	Richard Merrick
Mary Adrian	Tricia Jensen
Mike & Cathy Rheinberger	Aaron Reilly
Susan Festag	

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The following is the record of Association Members who duly submitted their proxy form. Each by according to lot, along with the name of the Lot Owner, and their appointed Proxy Agent. The Proxy Agents duly registered and submitted their signature as on behalf of the Proxy, November 30, 2022. In all, 10 proxies.

Lot Owner Name	Name of Proxy Agent
Ferguson, Mark & Andrea	Randy Jensen
Genender, Jay & Lore	Tom Washburn
Spooner, Jane	Cathy Rheinberger
Wallace, Mark/Ley, Susan	Michael Rheinberger
McAtee, Dan & Tesch, Kristen	Randy Jensen
Koth, Rick & Magda	Randy Jensen
Lagos, Michael	Carl Price
Popescu, Anamaria & Jerz, John	Seana Nestegard
Oughton, Tom & Jolece	Randy Jensen
Seifert, Ken/ Spector, Jeremy	Randy Jensen

Approval of the Agenda -

- **Additions to the Agenda –**

- i. Re-order Elk Creek Fire Department Community Ambassadors to the top of the agenda.
- ii. Add item discussion of the Storm Water Pond Project as last item of the agenda
 1. **Motion I:** Susie Price moved to add agenda items in the order so requested.
 2. **Motion I Seconded:** Colleen Jorgensen
 3. **Motion I Passed without objection.**

II. Report of Officers and Standing Committees –

- **President's Report, Veris Simms –** The board of directors oversaw a great deal of change administratively and technologically in terms of the way we interact with folks and bringing them together as friends and neighbors. The board is proud of the fact that a great deal of the intended agenda for 2022, most notably the Storm Water Pond Project, was accomplished. Mr. Simms thanked the board and committee members involved for their service to the community. With the help and collaboration of the Association Members, the board made progress with the next agenda item that was also of high priority: the revision our

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governing documents. This concerted effort has brought us one step closer to this desire goal to ensure that Association Members—with whom many had a hand in the proposed language inserted into the draft—are not only pleased with those proposed changes to our Declaration but are in compliance with both state and federal laws to which our some pre-1992 status no longer exempts. Finally, the importance of moving forward in a positive direction. See the following Committees reports whereby Mr. Simms serves as chair: Firewise Committee, Roads and Grounds, and Governing Documents Committee.

- **Secretary's Report, Andréa Swenson –**

- i. **Community Website –**

1. **Aspect Ratio and Perspective of the Footer** – Mrs. Swenson reports the change in appearance of the usually large footer¹ occurred sometime after a WIX update. Together with web team member, Tom Washburn, both worked together to correct the aspect ratio and perspective so that it is consistent for both Mac and PC users.
2. **Mobile Device Friendly** – Web team, Andréa Swenson, and Tom Washburn, continue to update the website so that it is more mobile device friendly. This requires another set of work hours to reduce the size of the content for each web page so that it conforms appropriately to mobile devices.
3. **Contact Pages** – There are now two means of contacting the Association: One, assigned to realtors and visitors, the second, reserved for Association Members only. The experience has been that realtors and title companies would often request to become registered site members, in order to view private pages of Douglass Ranch. The "Realtor & Visitors" page communicates up front what information is available for access, and which are not. The contact reserved for residence was re-located to the top of the menu in the Association Members. This resource gives residents an outlet to contact the Association in general, including expressing interest in volunteering, complaints, general inquiries, or to RSVP for an event.
4. **Technical Support** - Andréa Swenson urges Association Members to please reach out via phone or email with any technical or troubleshooting issues. User feedback is a primary source so that improvements can be made to optimize user experience. Anyone in need of help can also take advantage of virtual conferencing to help users resolve issues through tutorials.

¹ An area at the bottom of webpage that appears throughout the website.

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Elk Creek Fire Protection District & Inter Canyon Rescue Community Ambassadors, Mike and Cathy Rheinberger – A presentation was given (See the following attached).

- **Elk Creek Fire Protection District & Inter Canyon Rescue Community Ambassadors, Mike and Cathy Rheinberger** –
 - i. **Introduction** – Community Ambassadors are both representatives of their neighborhood and volunteers with fire districts as a liaison between residents and fire personnel. Mrs. Rheinberger urges Association Members to contact them with questions or to report fire risk activity.
 - ii. **Evacuation and Fire Preparedness Information** - These information materials were distributed to residents who attended the November 30 meeting. Copies of the materials are available - please contact Mike or Cathy to receive a copy. Information is vital safety instructions. Please take time to review.
 - iii. **Survey ECFPD** – A survey from ECFPD discussing the consolidation between Elk Creek Fire Department, the Inter-Canyon Fire District and North Fork Fire Department is still available for access through December 14. With the consolidation, fire and rescue will cover approximately 400 square miles of terrain, if approved. Benefit to the communities means expanded resources with greater accessibility to the Colorado State Forest Service and Denver Water services. Recommends taking part in the survey.
 - iv. **Grant Funding** – ECFD has been awarded a substantial amount of funding from both the state and federal level. Because Douglass Ranch has been an active participant in many ECFD programs, they are aware of our need for certain fire mitigation projects that cannot otherwise be funded through ordinary funds from residents.
 - 1. **COSWAP** – Colorado Strategic Wildfire Action Program is designed to employ grant funding to start “on-the-ground” mitigation work on fuels reductions and forest management activities. It’s anticipated that ECFD will receive nearly two million dollars to appropriate towards fire mitigation around homes for selected subdivisions designated as high-risk and/or having challenging terrain. Active participation in maintaining our fire mitigation work is key making Douglass Ranch eligible to receive approximately 50% on a matching grant. Kelleigh McConnaughey is head of COSWAP for ECFD. Though Douglass Ranch is not eligible for the first round, additional funds should be available at a later date. Residents are nonetheless urged to get a home assessment done through Kelleigh.
 - 2. **The Colorado Certified Burner Program** - Currently, burning slash on one’s property merely requires a permit from the county. However, ECFD is going a step further by partnering with the state

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and county to educate landowners on how to properly burn slash. The Colorado Certified Burner program was developed to bring a more thoughtful approach and comprehensive planning to prescribed fires on private lands. ECFD is currently running multi-day classes on burning procedures. Each participant who completes the program will earn a burner certification.

3. **Chipping Program** – Sign-up for the next cycle of the chipping program is scheduled for early February. Recommends taking advantage of this program by signing up as soon as the notice is sent to residents.
4. **Wildland Fire Relative Risk Assessment – WFDSS** – the presentation featured a map showing Douglass Ranch and surrounding neighboring subdivisions. This provides a snapshot characterizing the general magnitude of risks for wildfires. Douglass Ranch is in the “high risk” zone.
 - a. **ECFD Phase 3 DR Open Space Mitigation Program** – This program will be completely funded by grant funds and incorporates ~6 acres. Work is to begin in 2023.
5. **Plans for Mitigation from the DR Open Space east toward Glen Elk subdivision through ECFD** - The next phase of forest management is to continue a shaded fuel break along the west, south, and east from the DR open space toward the Glen Elk subdivision. The work is planned to possibly be performed by the ECFD in 2024 or 2025. Slash will need 1 year to cure before initiating a controlled burn. It was stressed that this mitigation is not clear cutting but rather what is called a “controlled fire break” or “shaded fuel break.”²
 - a. Cost is ~\$5,000.00 an acre which totals ~ \$125,000.00 for ~25 acres. Anticipated grant funding of 50% of the cost will come to ~\$62,500. This amount would be split with Glen Elk subdivision, leaving ~\$31,500 cost for Douglass Ranch. Recommends the Association takes steps to incorporate funds into its reserve budget.
6. **Additional Fire Protection Insurance for the Association was discussed.**

- **Treasure’s Report, Todd Williams** – Based on the current cost and projected cost assumptions to maintain the following: annual road repairs, Firewise mitigation programs such as the shaded fuel break discussed earlier, funding for emergency egress route at Glennelk. and insurance, it is recommended that the annual dues

² Tree will be cut to the space of 10’ – 14’ and limbs are trimmed from 8’ – 10’ high.

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be increase to the amount of \$1,000.00 per lot. The \$75,000.00 standard reserved funds are no longer sufficient to support the projected expenses.

- i. **Dues for 2023** - Dues collected for 2023 will be deposited into the following: Operating expenses, in the amount of \$27,000.00, will go into checking. Separately, the remaining amount of \$15,000.00, will be deposited into savings, in accordance with the level required per our Reserve Study, thereby, increasing our ready reserves, among other items, for the Elk Creek Fire Protection program. This will also eliminate the need to impose another special assessment to cover the said operating cost.
- ii. **Discussion on the dues increase did not yield satisfaction to enter in a vote by Members of the Association.**
 - **Motion II:** Seana Nestegard moved to table this discussion and continue the annual meeting at a future date.
 - **Motion II Seconded:** Susie Price
 - **Motion II Passed:** Unanimously.

III. New Business – Nominations to the Board of Directors -

- i. There are no contested seats in this cycle.

Nominees for 2023

Veris Simms

Todd Williams

Anamaria Popescu

Tricia Jensen

- **Motion III:** Aaron Reilly moved to approve the nominees to the Board of Directors.
- **Motion III Seconded:** Colleen Jorgensen
- **Motion III Approved:** Unanimously

IV. Meeting adjourned 8:53pm

Submitted by, Andréa Swenson, DRPOA Secretary