

**DOUGLASS RANCH PROPERTY OWNERS' ASSOCIATION**

Meeting Minutes - Regular Meeting of the Board of Directors

November 13, 2022

**Call to Order:** Meeting was called to order at 4:07p.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 William	Treasurer	303-838-5117	drpoa.treasurer2020@gmail.com
Randy Jensen	Director	303-681-5745	jensen5513@gmail.com

**Board Members Absent:** None.

**Others Present:**

**Members at Large:**

Anamaria Popescu	Tom Washburn
Cairon Moore-Simms	Charlie Williams
Paul Swenson	Mike & Cathy Rheinberger
Pam Senjem	Barbara Pleva
Tricia Jensen	Susie Price

**I. Approval of the Agenda**

- **Additions to the Agenda – None.**
  - i. **Motion I:** Randy Jensen moves to approve the agenda.
  - ii. **Motion I Seconded:** Andréa Swenson
  - iii. **Motion I Approved:** Unanimously.

**II. Approval of Minutes – Mr. Simms has not had the opportunity to review the minutes.**

- **Motion II:** Veris Simms motioned to postpone the approval of the minutes for October 13, 2022.
- **Motion II Seconded:** Todd Williams
- **Motion II Approved:** Unanimously.

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### III. Reports from Officers and Standing Committees:

- **Treasurer's Report, Todd Williams –**
  - i. **Checks disbursed to date since September 13, 2022:**
    - 1. **Storm Water Pond Project** - \$146,000.00
    - 2. **Road Repair to Drake Court** - \$9,295.00 (see pg. 5 invoice attached)
  - ii. **Pending Disbursements Upon Approval –**
    - 1. **General Liability Insurance Premium** - \$1,207.00, which comes to \$28.74 per lot for the year.
  - iii. **Motion III:** Todd Williams moves to pay the insurance premium of \$1,207.00
  - iv. **Motion III Seconded:** Randy Jensen
  - v. **Motion III Approved:** Unanimously.
  
- **Roads & Grounds, Veris Simms, Chair –**
  - i. **Road Maintenance** - Drake Court is completed.
  - ii. **Snow Plowing Contract** – Still in negotiations.
  
- **Firewise Committee, Veris Simms, Chair –**
  - i. **Firewise Survey** – To date, the committee has received 13 responses. Analysis of the survey statistics are currently in review.
  - ii. **Firewise USA Certifications Renewal** – To qualify, the subdivision must demonstrate number of hours and expense invested for fire mitigation to the minimum of \$1,141.60. To date, Douglass Ranch has accrued \$99,025.91. With the deadline a few days away, Douglass Ranch is in good position to qualify for certification renewal. Deadline to submit is November 18, 2022.
  - iii. **Firewise Risk Assessment 2024** - A concerted effort between committee member, Tom Washburn, and The Elk Creek Fire Department and Inter-Canyon Fire Protection Districts Community Ambassadors (ECFPD), Mike and Cathy Rheinberger, is currently underway. The aim is to ascertain from the Elk Creek Fire Department what additional information we can obtain that would provide an outlook on proactive items to improve and maintain in and around the Douglass Ranch Subdivision to mitigating our risk to wildfires.
  - i. **ECFPD Ambassadors Report, Cathy Rheinberger** - A presentation was given on the following topics: Survey Link ECFPD, Risk Assessment, Colorado Wildfire Strategic Program, The Colorado Certified Burner Program, Chipping Program, Plans for Mitigation of the Open Space through ECFD (See the following attached).

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1. **Survey Link ECFPD** – a survey from ECFPD discussing the consolidation between Elk Creek Fire Department, the Inter-Canyon Fire Department and the North Fork Fire Department is expected to be launched next week. With the consolidation, fire and rescue will cover approximately 400 square miles of terrain, if approved. Benefit to the communities means expanded resources for accessibility to the Colorado State Forest Service and Denver Water services. Recommends taking part in the survey.
2. **Risk Assessment** – Information was sent to ECFD for review.
3. **Colorado Wildfire Strategic Program** – This program is devoted to performing fire mitigation around homes in high-risk areas. Costs are split between grant funding and the buy-in of the homeowner. Work will be performed through an independent contractor. Douglass Ranch is not included in this round of the program.
4. **The Colorado Certified Burner Program** - Currently, to burn slash requires a permit from the county. However, ECFD is going a step further by partnering with the state 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 fire on private lands. ECFD will hold a multi-day class on the correct burning process. Each participant who completes the program will earn a burner certification.
5. **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 sign-up portal opens. Ambassadors will advise residents when the portal opens.
6. **Plans for Mitigation from DR Open Space to Glen Elk subdivision through ECFD** - Mitigation in the next phase of making a shaded fuel break from the Open Space east toward the Glen Elk subdivision is planned to possibly be performed by the ECFD in 2024 - 2025.
  - a. Cost is approximately \$5,000.00 an acre which totals ~ \$125,000.00 for ~25 acres. With anticipated grant funding of 50% the cost will come to ~ \$62,500.00. This amount would be split with Glen Elk subdivision, leaving ~\$31,500 cost for Douglass Ranch. Recommends the Association takes steps to incorporation funds into its reserve fund

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budget. The board recommends the CAP develop a proposal and outline.

### IV. Old Business –

- **Report from Special Committees**
  - i. **Storm Water Pond Project, Todd Williams, Chair** – Item outstanding is an email communication to the Engineer of Record, Nathan Campeau, P.E. Barr Engineering itemizing the discrepancies incurred with the observer (see previous meeting minutes from September and October 2022). The aim is negotiating reparation for cost accrued for the mistake.
  - ii. **Governing Documents Committee, Veris Simms, Chair** – The results of the small group discussions have been complete and will make this available soon.
    - 1. Next steps, schedule a large group meeting in early 2023.
    - 2. Send the final draft to the attorney for review and final rewrites.
    - 3. Add as line items to the agenda to a special meeting of the members.
- **Wix Subscription - Email Broadcasts** - Discuss whether the yearly subscription of \$120.00 (or \$2.86 per lot for the year) for 5-Email Broadcasts a month is worth the expense over the 3-free. Board of Directors' consensus was to add this as an agenda item for discussion at the annual meeting of the members.

### V. New Business –

- **Nominations to the Board of Directors -**
  - i. There is no contested seat in this cycle.

#### Nominees for 2023

Veris Simms

Todd Williams

Anamaria Popescu

Tricia Jensen

- **Motion IV:** Randy Jensen moves to accept all nominees uncontested.
- **Motion IV Seconded:** Todd Williams
- **Motion IV Approved:** Unanimously.

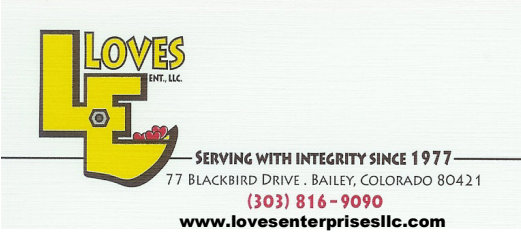
### VI. Adjournment – Meeting adjourned 5:53pm

Submitted by, Andréa Swenson, DRPOA Secretary

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**Estimate**

Phone #	Date
303-816-9090	10/13/2022

<b>Name / Address</b>
Douglass Ranch Property Owners Veris Simms 13722 Douglass Ranch Drive Pine, CO 80470

Item	Description	Qty	Terms	
			Cost	Total
Crack Sealing	Seal the cracks on Drake Court with Crafcoc hot tar sealant		4,120.00	4,120.00
Crack Sealing	Seal the alligatored cracks in the areas on Drake Court that were previously going to be infrared patched (46 patches) )with Crafcoc hot tar sealant		5,175.00	5,175.00
Thank you for your business.			<b>Total</b>	\$9,295.00
Check out our website <a href="http://www.lovesenterprisesllc.com">www.lovesenterprisesllc.com</a> Email: <a href="mailto:jerollove.jl@gmail.com">jerollove.jl@gmail.com</a>				

PLEASE SIGN AND DATE FOR YOUR ACCEPTANCE- Signature \_\_\_\_\_