

**Douglass Ranch Property Owners Association**  
Minutes of the Board of Directors Meeting

on  
June 19, 2017  
Approved 8/27/17

A Douglass Ranch POA Board meeting with the following members present convened at the home of Todd Williams on Monday June 19th:

Attending:

Susan Festag	President	303-816-1348	<a href="mailto:kpfestag@wispertel.net">kpfestag@wispertel.net</a>
Todd Williams	Vice President	307-287-6255	<a href="mailto:thinc14@gmail.com">thinc14@gmail.com</a>
Carl Price	Treasurer	661-428-1136	<a href="mailto:carlprice@gmail.com">carlprice@gmail.com</a>
Randy Jensen	Roads & Grounds Committee Chair	303-838-5117	<a href="mailto:jensen5513@gmail.com">jensen5513@gmail.com</a>
Tom Washburn	Secretary	303-838-2225	<a href="mailto:twashburn@wispertel.net">twashburn@wispertel.net</a>

The meeting was called to order at 6:07 pm

**1. Review of April 11, 2017 Meeting Minutes**

Upon a motion by Mr Jensen, seconded by Mr Williams, the Meeting minutes of April 11, 2017, version 1, were approved by unanimous vote. The “version 1” designation reflected minor editing per prior email review and comments.

**2. Treasurer’s Report**

**a. Financial Status Reports**

Mr Price attempted to open a new Certificate of Deposit with higher than current interest rates at Capital One and other banks. Mr Price found that many banks were offering only personal account CDs and no CDs for businesses. Mr Price found that Public Service Credit Union (PSCU) offered a 1.65% CD rate with a 15 month term. An email vote by the Board members approved new CDs at PSCU.

Mr Price and Ms Festag opened a new Certificate of Deposit at Public Service Credit Union on April 20<sup>th</sup>. A second CD remains to be opened.

**b. Annual Dues**

A Profit and Loss statement was presented. The Skahans have not yet paid their annual dues. Mr Price will continue to follow up on the overdue payment. He will assess the late charge and interest as authorized in the DRPOA Collection Policy and Procedure. Additional steps in the Policy will be discussed at a future meeting.

### **3. Continuing Business Items**

#### **a. Design Review Board – Current Actions**

##### **i. Lot 2 – New Owners**

The new owners of lot 2 want to paint with earth tone colors, add a retaining wall and landscaping, and reseal the driveway blacktop. An additional garage is also planned. The owners have discussed their plans with Mr Koth, Design Review. It was reported that the owners have construction equipment in their yard. Mr. Koth or the Board will follow up to ensure that the owners are aware of the procedures they need to follow.

##### **ii. Froman Remodel**

The Froman home remodel was approved by the Design Review Board on September 17, 2016. The remodel effort has been progressing slower than desired by Mr Froman. Some changes to the remodel task were submitted to the DRB on April 13, 2017. Of note: the remodel is meant to make the house look like a mountain lodge. The remodeled house includes a composition shingle and corrugated metal roof – the metal will weather rusty within a couple months. Primary siding material is cedar.

##### **iii. Wallace residence.**

Mark Wallace, owner of Lot 21, notified Mr. Koth via email on April 12, 2017 that he ran into problems with his original set of plans and that he would be sending Mr. Koth a new set of plans. Mr. Wallace also stated that he will not be able to start building this summer as he had originally planned.

##### **iv. Covenant Amendment**

The Board discussed the problems caused by the joint filing of Supplementary Covenants and Design Review Standards in 1995. The Board will readress this issue to determine if we can find enough support from the membership to remove and update the Design Review Standards via an amendment to the DR Covenants.

##### **v. Lot 36 Update**

Discussion initiated via email prior to today's Board meeting was summarized regarding separating the issue of potential improper use of an RV while building and the issue of long awaited house plans.

Ms Festag motioned to file a complaint with Jeffco regarding a potential violation of that [Jeffco zoning regulations](#) section 3.4.12 on Lot 36 Mr Price seconded the motion. The motion carried unanimously.

**b. Firewise Community – Board Appointments & Updates**

The Firewise BBQ on Saturday June 17<sup>th</sup> at the home of Dave and Marie Sanders was attended by about 27 people. A number of Firewise pamphlets and DVDs were offered for further reading and viewing.

Tom Washburn presented a map that merged the Douglass Ranch Official Development Plan (ODP), the Elk Creek Community Wildfire Protection Plan (CWPP), and a Jeffco map based on high altitude photographs. The merged map showed areas of Severe Wildfire Hazard and a CWPP recommended fuel break with identification of impacted lots in the neighborhood.

The presentation and subsequent discussion lasted about an hour. Audience participation was lively. The presentation fulfills a Firewise Community requirement for a Firewise Educational Outreach event/activity.

Tom Washburn discussed upcoming fuel mitigation along Douglass Ranch Drive. The Board recommended contacting each homeowner along Douglass Ranch Drive prior to mitigation to seek their approval to mitigate. It was noted that a number of homeowners have been mitigating their property – far from the roadside – a very commendable outgrowth of the roadside mitigation effort.

Mitigation along Douglass Ranch Drive fulfills a Firewise Community requirement for a “Firewise Day” event where the community puts plan to action. It also adds labor time to the community’s “Per Capita Mitigation Investment” - a Firewise attribute that sums all community mitigation effort.

Potential mitigation later in 2017 along the private drives was discussed.

**c. Firefighters Dinner – Held on May 4**

Ms Sosnowski and Ms Jorgensen coordinated community effort for a successful Firefighters Dinner on May 4<sup>th</sup>. Ms Sosnowski and Ms Jorgensen are to be commended for their efforts.

**4. New Business Items**

**a. Douglass Ranch Directory**

Ms Festag volunteered to review an update to the Douglass Ranch directory.

**b. Other**

It was noted that IREA tree cutting is expected to start soon within the community.

**5. Review Master Calendar**

The DR Master Calendar (containing date-ordered events of importance to Douglass Ranch) was reviewed.

**a. April Newsletter**

The April Newsletter was mailed on April 25<sup>th</sup>.

**b. July Newsletter**

Articles for the upcoming Newsletter were discussed.

Mr Williams will write a piece offering mailbox replacement by a local carpenter.

Mr Washburn will write a piece regarding current Firewise efforts and status.

**Next Meeting Date & Adjournment**

The next meeting of the Board is scheduled for August 27<sup>th</sup>, 6 pm, at the home of Mr Price.

At 7:30 pm a motion to adjourn the meeting was made by Mr Williams, seconded by Mr Jensen, and approved by unanimous vote.

Respectfully submitted,  
Tom Washburn, Secretary DR POA

