

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

December 29, 2016

A board meeting consisting of the following members convened at the home of Susan Festag:

**Attending:**

Susan Festag	President	303-816-1348	<a href="mailto:kpfestag@wispertel.net">kpfestag@wispertel.net</a>
Carl Price	Treasurer	661-837-2228	<a href="mailto:carltpri@gmail.com">carltpri@gmail.com</a>
Randy Jensen	Roads & Grounds Committee Chair	303-838-5117	<a href="mailto:jensen5513@gmail.com">jensen5513@gmail.com</a>
Todd Williams	Vice President	307-287-6255	<a href="mailto:thinc14@gmail.com">thinc14@gmail.com</a>

**Call to Order:** The meeting was called to order at 1:24pm

**1 – 3. Review of the September 23, September 29 and October 7, 2016 Minutes**

Draft copies of these minutes were distributed via email prior to the meeting. Mr. Jensen moved that the minutes from these meetings be approved. Mr. Price seconded and the minutes were approved unanimously.

**4. Review of October 17, 2016 Annual Meeting Minutes**

A further review of the October 17, 2016 Annual Meeting Minutes is required. Mr. Jensen would like a chance to review these minutes and make possible additions or corrections. His review should be complete in early January 2017.

**5. Treasurer's Report**

Mr. Price distributed the Treasurer's Report via email prior to the board meeting. After a brief discussion on how much to keep *in reserve* in the checking account, the general thought was that there should be a minimum balance of about \$5,000 to cover any unplanned emergency expenses.

**6. Continuing Business Items:**

- a. **Design Review Board - Roads & Grounds** – The discussion was on Jefferson County ordinances vs. DRPOA covenants as they relate to living in a trailer, as one of our residents is currently doing. Mr. Jensen will look into Jefferson County ordinances and follow up with the resident.

- b. **Request for Ban/Restrictions on Outdoor Fires** – The ban/restriction on outdoor fires will be tied into the Firewise program that is being organized.
- c. **Rezoning – Emmaus Retreat & Conference Center** – The Jefferson County Board of County Commissioners voted unanimously in their meeting of December 6, 2016 to approve the rezoning request. At the time of the meeting the Elk Creek Fire District had not signed their agreement with the Emmaus Retreat Conference Center, but did so on December 8, 2016.

In an email from the Emmaus Retreat Conference Center after the meeting they indicate their desire to continue communications with their neighbors after January 1, 2017. (see email text in separate document)

- d. **Elk Creek Fire Department Assessment** – A meeting was held with the Elk Creek Fire District Fire Chief on December 13, 2016 to discuss our Firewise assessments and gain information on future plans to become a Firewise Community. Several people in our community volunteered to be involved in the program. Additionally, we learned that the Fire District can still come out to do more assessments as needed.

Mr. Jensen moved to establish a Firewise Board and take steps to become a Firewise community as established in the Firewise community assessment. Mr. Price seconded the motion and it was approved unanimously.

**7. New Business Items:**

- a. **New Officers for 2017** – This item was tabled until the Board can fill the open position on the board.
- b. **Pleva Resignation** – Ms. Pleva submitted her resignation via email on December 1, 2016. (see email text in separate document)
- c. **Potential Replacement** – Several possible replacements were discussed. Ms. Festag will email these ‘candidates’ to determine their interest.

**8. Review Master Calendar**

- a. **Jefferson County – Annual HOA Registration** – Ms. Festag will send a note the Jefferson County on the HOA registration.
- b. **Annual Dues Notice** – Mr. Price will prepare annual dues invoices for mailing on or before January 20, 2017.

**Other Business – Documentation of Actions Taken Outside of Formal Meeting** - On November 30, 2016 Mr. Williams made a motion via email to spend up to \$5,000 on an attorney to assist with the Board's opposition to the proposed rezoning by the Emmaus Retreat and Conference Center. The motion was seconded by Mr. Jensen. Ms. Pleva, voted 'No', Mr. Jensen, Mr. Williams and Ms. Festag voted 'Yes'. Mr. Price needed more information, but eventually voted 'Yes' in the same email.

**Next Meeting Date** – The next Board meeting is scheduled for February 20, 2017 at 3pm at Mr. Jensen's house.

**Adjournment** – There being no more business to discuss, a motion was made by Mr. Price and seconded by Ms. Festag. The meeting adjourned at 2:42pm.

**ATTACHMENTS:**

**1. Emmaus Retreat Email Dialog**

**From:** Keith Festag [<mailto:kpfestag@wispertel.net>]

**Sent:** Wednesday, December 14, 2016 4:25 PM

**To:** 'Diane Koenig'; [Valerie.Amburn@finra.org](mailto:Valerie.Amburn@finra.org); [ssparer@wispertel.net](mailto:ssparer@wispertel.net); [meborrego@aol.com](mailto:meborrego@aol.com); 'Lou Bishop'; 'Keith Parsons'; 'Robert Hoffman'; 'Michael Six'; 'Bjorn Dahl'; 'Walt Wostenberg'; [bmclaughlin@elkcreekfire.org](mailto:bmclaughlin@elkcreekfire.org) Cc: 'Bob Saas'; 'Jonathan Rosenthal'

**Subject:** RE: Emmaus Retreat Center

Hi, Diane –

Yes, Douglass Ranch is definitely interested in participating in an ongoing dialogue regarding fire safety. I look forward to receiving more information about possible meeting dates.

Susan Festag  
President, DRPOA  
[303-816-1348](tel:303-816-1348)

**From:** Diane Koenig [<mailto:DKoenig@eidosarch.com>]

**Sent:** Wednesday, December 14, 2016 9:19 AM

To: [KPFestag@wispertel.net](mailto:KPFestag@wispertel.net); [Valerie.Amburn@finra.org](mailto:Valerie.Amburn@finra.org); [ssparer@wispertel.net](mailto:ssparer@wispertel.net); [meborrego@aol.com](mailto:meborrego@aol.com);

Lou Bishop; Keith Parsons; Robert Hoffman; Michael Six; Bjorn Dahl; Walt Wostenberg; [bmclaughlin@elkcreekfire.org](mailto:bmclaughlin@elkcreekfire.org) Cc: Bob Saas; Jonathan Rosenthal

Subject: Emmaus Retreat Center

December 13, 2016

Dear Elk Creek Neighbors in Douglas Ranch, Elk Creek Ranch, Elk Falls Ranch and to the east of the Emmaus Retreat Center Site:

After our meeting on December 1, 2016 and the Commissioner's Hearing for the project on December 6, 2016, the Emmaus Retreat Center and their consultant team would like to continue our dialog with you regarding fire safety for the entire neighborhood. As we continue our design process, implementing our Forest Management Plan and finalizing our second means of egress, we would like to continue our meetings with you to investigate how we can work together to resolve various safety issues of common concern for our community.

We have spoken with Chief McLaughlin from the Elk Creek Fire District, who is encouraged by our attempt to work together and he would like to participate in moving ahead with us all. Referencing the Chief's schedule, he would prefer beginning this dialog after the first of the year and, based on your interest, we will begin to look at possible meeting dates in January of 2017.

If you could please respond to this email indicating your interest, it would be very much appreciated. If you have any questions, please do not hesitate to contact us.

Sincerely,

Robert L. Saas

Diane Koenig  
Office Manager  
Eidos Architects, PC  
5400 Greenwood Plaza Blvd.  
Greenwood Village, CO 80111  
720-200-0630 Phone

## 2. Pleva Resignation Email

**From:** Keith Festag [mailto:[kpfestag@wispertel.net](mailto:kpfestag@wispertel.net)]

**Sent:** Friday, December 2, 2016 6:13 PM

**To:** [kenaseifert@gmail.com](mailto:kenaseifert@gmail.com); [spectorjd@gmail.com](mailto:spectorjd@gmail.com); [jensen5513@gmail.com](mailto:jensen5513@gmail.com); [jav@merit-tech.com](mailto:jav@merit-tech.com); [lore@merit-tech.com](mailto:lore@merit-tech.com); [triciaaaka@aol.com](mailto:triciaaaka@aol.com); [jilybean3@msn.com](mailto:jilybean3@msn.com); [js@skybeam.com](mailto:js@skybeam.com); [kas980@aol.com](mailto:kas980@aol.com); [Kate75@wispertel.net](mailto:Kate75@wispertel.net); [Lisa@lisafroman.com](mailto:Lisa@lisafroman.com); [GJWacker@hotmail.com](mailto:GJWacker@hotmail.com); [thinc14@gmail.com](mailto:thinc14@gmail.com); [todd@toddwilliams.biz](mailto:todd@toddwilliams.biz); [info@meadowcreekbb.com](mailto:info@meadowcreekbb.com); [susievprice@gmail.com](mailto:susievprice@gmail.com); [carltp@price@gmail.com](mailto:carltp@price@gmail.com); [magkoth@hotmail.com](mailto:magkoth@hotmail.com); [rkoth05@q.com](mailto:rkoth05@q.com); [Kim.thulin@att.net](mailto:Kim.thulin@att.net); [sosnowski@ieee.org](mailto:sosnowski@ieee.org); [Rusty@taphiring.com](mailto:Rusty@taphiring.com); [kpfestag@wispertel.net](mailto:kpfestag@wispertel.net); [twashburn@wispertel.net](mailto:twashburn@wispertel.net); [susanley@msn.com](mailto:susanley@msn.com); [mark.wallace@msn.com](mailto:mark.wallace@msn.com); [patskahan@yahoo.com](mailto:patskahan@yahoo.com); [mcrhein@msn.com](mailto:mcrhein@msn.com); [pleva36@q.com](mailto:pleva36@q.com); [zzhardy@q.com](mailto:zzhardy@q.com); [galanthus.flowers@gmail.com](mailto:galanthus.flowers@gmail.com); [rumorsjoe@aol.com](mailto:rumorsjoe@aol.com); [ptsickler@aol.com](mailto:ptsickler@aol.com); [jane@spooner.com](mailto:jane@spooner.com); [mary.sosnowski@wispertel.net](mailto:mary.sosnowski@wispertel.net); [terry.l.sickler@lmco.com](mailto:terry.l.sickler@lmco.com); [william.harnisch@hotmail.com](mailto:william.harnisch@hotmail.com); [tjspooner13@msn.com](mailto:tjspooner13@msn.com); [tracytarver@yahoo.com](mailto:tracytarver@yahoo.com); [LMB413@gmail.com](mailto:LMB413@gmail.com); [tandy1.mtnmagic@gmail.com](mailto:tandy1.mtnmagic@gmail.com); [ELSmith@suddenlink.net](mailto:ELSmith@suddenlink.net); [brentpballard@hotmail.com](mailto:brentpballard@hotmail.com); [bryankayc@aol.com](mailto:bryankayc@aol.com); [tecsolutions1@aol.com](mailto:tecsolutions1@aol.com); [kcollier7@me.com](mailto:kcollier7@me.com); [merryteacher@hotmail.com](mailto:merryteacher@hotmail.com); [jdaallen@aol.com](mailto:jdaallen@aol.com); [badmac2@earthlink.net](mailto:badmac2@earthlink.net); [connchas@aol.com](mailto:connchas@aol.com); [david@davidfroman.com](mailto:david@davidfroman.com); [elsmith@skybeam.com](mailto:elsmith@skybeam.com); [ghite00@gmail.com](mailto:ghite00@gmail.com); [jules.gronhovd@gmail.com](mailto:jules.gronhovd@gmail.com); [m.sanders@me.com](mailto:m.sanders@me.com); 'Susan Festag'; [Douglass.RanchPOA@gmail.com](mailto:Douglass.RanchPOA@gmail.com); [drapopescu610@gmail.com](mailto:drapopescu610@gmail.com); [jjerz@cpmconsulting.net](mailto:jjerz@cpmconsulting.net); [jnestegard@cox.net](mailto:jnestegard@cox.net); [yvcvsimms@gmail.com](mailto:yvcvsimms@gmail.com); Richard Merrick; [gene.ferraro@forensicpathways.com](mailto:gene.ferraro@forensicpathways.com)  
**Subject:** FW: Board Position - Resignation

I am forwarding an email from Barbara Pleva in which she resigns as “Secretary for the Douglass Ranch Property Owners Association”. I am sorry that Barbara decided to take this action. While there have sometimes been different opinions and approaches as to the best way to represent the interests of the full membership, Barbara has always been a valuable member of the Board of Directors.

It was Barbara’s idea to start the process of getting a Firewise Community designation for Douglass Ranch. I hope many of you will be able to attend the meeting with the Fire Chief on Tuesday, December 13 to discuss this in more detail. Barbara previously distributed information about this meeting.

Pursuant to Article VI, section 2 of the Bylaws of the Douglass Ranch Property Owners Association, “Any vacancy occurring in the Board by reason of resignation, death or an increase in the number of Class A directors may be filled by the affirmative vote of a majority of the directors then in office though less than a quorum”. It goes on to state that, “A director elected to fill such a vacancy shall be elected to serve until the next annual meeting of the Members.”

**If you are interested in becoming a member of the Board of Directors, please let me or any other board member know.**

**Susan Festag**

**President, DRPOA**

**[303-816-1348](tel:303-816-1348)**

**From: Barbara Pleva [<mailto:pleva36@q.com>]  
Sent: Thursday, December 01, 2016 8:33 AM  
To: Keith Festag; Randy Jensen; Carl Price; Todd  
Subject: Board Position**

**To All DRPOA Board Members**

**I hereby submit my resignation as Secretary for the Douglass Ranch Property Owners Association. I feel that my reasons for wanting to be a board member and those of the current board are not the same. Serving on the Board this past year I feel that I have always been in opposition to the other Board members and continuing would only be a cause of aggravation for me. I intend on finishing the current minutes, which I have submitted, but will not participate in any other functions of the Board.**

**Respectfully submitted,**

**Barbara Pleva**