

**MINUTES OF THE
REGULAR MEETING – BOARD OF DIRECTORS
DOUGLASS RANCH PROPERTY OWNERS ASSOCIATION
JULY 19, 2000**

A regular meeting of the Board of Directors was held on July 19, 2000 at 7:00p.m. at Gary Jorgensen's home. Present were Ted Bendelow, Larry Hall, Gary Jorgensen and Kevin Moats. Guests present were: Connie Davis, Jane Spooner and Chris Woolley, Elk Creek Fire Marshall.

Firewise Community

A special presentation by Chris Woolley preceded the regular board meeting. Chris provided information on the wildfire mitigation program in Douglass Ranch. Highlights of his presentation include:

- Program began over a year ago.
- Encourage community support of site visits to reduce potential wildfire fuels.
- Recommended clearing under brush and ladder fuels that take the fire into the canopies of trees.
- There are two to three times more trees than 50 years ago because of excluding fires, logging and thinning. There were not high-density fires 50 years ago. Now, we build houses in these areas and suppress fire. Mother Nature will do something to thin the forest, i.e., pine beetles.
- The Firewise program needs to be renewed every few years. Douglass Ranch was chosen for this program in part because of an active Forest Management Committee and Property Owners Association.
- The shoulders of the private roads should be well maintained on either side of the asphalt for better access of emergency vehicles (the private roads are too narrow for two emergency vehicles to pass by each other).
During a fire there is structure triage, defensible, non-defensible and defensible with work (raking pine needles throwing cushions off deck).
- Educate property owners to do the right thing.
- Directives for evacuation do not come from the Fire Dept. they come from law enforcement agencies.
- May be able to reduce insurance rates if the community supports the program.

Minutes

Minutes of the May, 2000 meeting were not presented to be reviewed and approved.

Forest Management Committee

The Forest Management Committee is the liaison to the Elk Creek Fire District. Discussion followed as to how to get the information on the Firewise Program out to property owners. Over seven mailings from the Forest Management Committee and Elk Creek Fire District have not been read by some. Board recommended a special newsletter including information on the program, inviting Chris Woolley and his family to the Douglass Ranch block party to discuss program with property owners and any volunteer firefighters who want to attend to show our appreciation for all their efforts

during the Hi Meadow fire. Connie Davis is to give information to Ted Bendelow as there is no Board liaison for the Forest Management Committee.

Finances

- a. Donations. Jane Spooner suggested that property owners be allowed to vote on donations and other financial issues at the annual meeting. The Board is opposed to a vote at the Annual Membership Meeting regarding budget issues. If members want to have input they can write a letter to the board or attend a regular board meeting. The Board unanimously agreed to make a \$400.00 donation to the Elk Creek Fire Department this month.
- b. Financial report. Gary Jorgensen presented the financial report (see attached).
- c. Dues. All 42 lots have paid for the 2000 budget year.
- d. Professional fees. \$400.00 to review association books.
- e. Newsletter. Ted Bendelow will copy newsletter at work to keep cost down. The last newsletter was very expensive to print because of the use of colored ink.
- f. Block Party. Association to reimburse Larry Hall for out-of-pocket expenses.
- g. Pine Beetle. Board agreed to reimburse Dick McAttee \$275.00 for two pine beetle infested trees he paid to have cut down on the common area. Larry Hall stated that the trees were debarked and covered. This amount was within the \$600.00 pine beetle budget that the Board had approved earlier.
- i. Lot 15 is current, outstanding moneys were collected at closing. Lot 38 owes \$300.00. Builder has stated he will pay.

Board Meetings

Board Meetings are open to everyone, except for executive session. Sign to be posted at entrance announcing meeting (Jane Spooner will post sign). Board will meet the 3rd Wednesday of the month. Next meeting will be at Larry Hall's on August 16th. September meeting will be at Kevin Moat's on September 13th and the annual meeting will be on the 3rd Wednesday, September 20th, at 6:45p.m. at the Elk Creek Elementary School. Gary Jorgensen will arrange the annual meeting. Jane Spooner will inform Gary on numbers of days required for notice of meeting (**pg. 3 of Bylaws, not less than 10 nor more than 50 days before the date of the meeting**). There will be a presentation on the Neighborhood Watch Program. Information to be included in the next newsletter.

Telephone Directory

Larry Hall presented information on the new proposed telephone directory using loose-leaf binders at a cost of \$200.00. Complete cost of binders and printing \$250.00. Board approved the expenditure. Ted suggested that Larry call Ted's office to see if the binders could be purchased for less money.

Design Review

- a. Mailbox Posts. Kevin Moats discussed changing mailbox post size option of 4x4 or 6x6 to just 6x6.
- b. Parked Vehicles. Design Standards state "vehicles should be parked in the garage or out of sight". Question was raised, should this be enforced or ignored completely. Some feel statement is vague. Design review committee has received a complaint about parked vehicles. A vehicle stored on properties was discussed. Discussion regarding language, operable versus inoperable. Discussed language being changed from 3 vehicles to 3 cars or trucks.
- c. Design review procedures. Kevin Moats stated that he has setup procedures for design review.
- d. Selective application of CC&R's. Previous boards have extended favors to certain residents by not enforcing CC&R's.
- e. Changes. No action taken. Changes to Design Review Standards will be reconsidered at the next board meeting.
- f. Lot 38. 9 trees infested with pine beetle were cut down. 12 additional trees are now infested.
- g. Lot 15. Patch in road repaired at time of asphaltting driveway. Landscape design has not been reviewed.
- h. Lot 41. New deck has been built
- i. Construction deposit. Raising the construction deposit was discussed.

Roads

- a. Money has been found for Hwy 285 deceleration lane. Originally \$50,000.00, presently \$60,000.00.
- b. Private road assessment by Roger N. Venables, P.E. Kevin Moats stated that he had asked the engineer if he got out and looked at the private roads. He said no he did not he just drove around. Kevin felt Roger's appraisal of the roads was biased.
- c. Crack sealing. Black Gold to seal cracks in private roads this fall (**cracks were sealed on 8/14**). The bid was \$1368.00. Ted Bendelow was unable to find the contract.
- d. Snowplowing and road repair. Jane Spooner read a letter written by Mike Rheinberger (see attached). Mike sent the letter to Ted Bendelow on June 5, 2000. Ted stated he had not received the letter. The letter recommends hiring Rob Ragsdale to do the snow plowing in Douglass Ranch. Good reasons to hire him are he is willing to plow at night before the snow gets packed down and turns to ice and he does asphalt repair in the summer. Copy of letter given to Larry. Larry to call Rob Ragsdale of Ragsdale Trucking and Andy of Evergreen Sweeping regarding snow plowing.

Newsletter

The next newsletter is scheduled for mid-August. Article regarding reducing dues to be included. Larry Hall to submit comments for reducing dues. Gary Jorgensen and Bob Brand to submit comments for keeping the dues at \$300.00. This issue to be voted on at the annual meeting.

Committees

- a. Water and Covenant Committees. Ted stated that neither committee has done anything. Ted will call a covenant committee with Bill Ebert.
- b. The board liaison or committee chair will give a quarterly committee update to the board.
- c. Road committee and Pine Beetle committee need members. Jane Spooner stated that Andree Krause, Charlie Williams and herself want to be on the Road committee.

A short break was taken at 10:30pm The meeting resumed at 10:38pm

Jane Spooner was given the opportunity to share a few items of concern:

- a. Finances. Requested every check be published in the newsletter, especially in light of the fact that association money had been used to purchase alcohol for the 1999 block party without the members' knowledge. The Board agreed to include the current financial statement in the newsletter but not individual checks. Members are welcome to examine the financial records at any time. Gary Jorgensen stated that the 1999 Board voted unanimously to purchase the alcohol. Jane Spooner stated that the association's liability coverage with State Farm does not include Dram coverage. The Hospitality committee voted in January that henceforth the Block party would be BYOB.
- b. Pond Maintenance. Who is responsible? Board agreed that the water committee is responsible for pond maintenance.
- c. Maintenance of signs, street sign posts, cedar fences. Who is responsible? Board agreed that the Road committee would be responsible for signage and fences.

Items Bob Brand requested be brought to the board's attention:

- a. Blocked culverts. Two culverts clogged. Larry Hall volunteered to clean culverts.
- b. Complaints of barking dogs on 2 lots in Douglass Ranch. Complaints should be made to Animal Control.
- c. Complaints of scooters on Douglass Ranch Dr. Complaints should be made to Jefferson County Sheriffs Dept. The Board does not police actions.

Executive session

Board went into executive session at 11:00pm

32674 Meadowridge Lane
Pine, CO 80470
June 5, 2000

Mr. Ted Bendelow
President, Douglass Ranch Homeowners
13361 Douglass Ranch Drive
Pine, CO 80470


Dear Mr. Bendelow:

In previous correspondence you invited me to seek someone willing to do snow plowing for the Douglass Ranch subdivision. I have talked to Rob Ragsdale of Ragsdale Trucking to see if he would be willing to contract with us for snow plowing and he seems favorable. The following facts about his company are:

1. He presently charges \$66/hour but it might go up next year, possibly to as high as \$70/hour.
2. He has \$1,000,000 liability insurance.
3. He has 1 employee in addition to himself and 2 snow plow vehicles, a Bronco and an International Scout. Mr. Ragsdale would personally do this subdivision, not his employee.
4. During snows he will and does plow at night so residents can get out for work in the morning.
5. He presently has 30 accounts, mostly residential driveways. One of his commercial accounts is the Crowsfoot in Bailey. He used to plow in the Squaw Mountain/Evergreen area, but he can't determine the snowfall there from his home in Harris Park.
6. He will plow driveways in Douglass Ranch for a price to be determined.
7. I have attached a copy of his business card. A strong point in his favor is that his primary occupation is asphalt paving and grading. This would be a good association for Douglass Ranch for repairing or repaving our private roads and even residents' driveways if they choose.

I think the Board should consider this gentleman for next winter. He stated to me that the Board should contract with him soon before he gets filled up for next year.

Sincerely,


Mike Rheinberger

cc Robert Brand

INCOME / EXPENSE STATEMENT as of 07/16/00

INCOME	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>TOTAL</u>
Initial Investment	1,253.08							1,253.08
Dues 1994	750.00							750.00
Dues 1995	10,005.00	2,400.00						12,405.00
Dues 1996		7,800.00	4,800.00					12,600.00
Dues 1997			5,700.00	6,900.00				12,600.00
Dues 1998				1,200.00	11,400.00			12,600.00
Dues 1999					1,800.00	10,800.00		12,600.00
Dues 2000						3,000.00	9,600.00	12,600.00
Late dues fees		182.00		167.25	30.00	45.00	61.50	485.75
Interest - Bank Checking	38.56	244.91	247.11	302.44	295.46	169.73	85.13	1,383.34
Interest - Schwab/Money Market		282.00	532.00	107.79			53.23	975.02
Interest - Bank CD				350.96	391.79	924.53		1,667.28
Architect design review deposit						1,125.00	1,037.50	2,162.50
TOTAL INCOME	<u>12,046.64</u>	<u>10,908.91</u>	<u>11,279.11</u>	<u>9,028.44</u>	<u>13,917.25</u>	<u>16,064.26</u>	<u>10,837.36</u>	<u>84,081.97</u>
EXPENSE - Recurring								
Annual meetings	178.78	14.00	41.80	21.00	0	71.00		326.58
Semi-annual meeting			14.00	164.00				178.00
Attorney	303.00	131.50	200.00	678.50	1,787.50	930.00		3,305.50
Attorney refund					(725.00)			
Block party		30.36			48.85	222.20		301.41
Donation		125.00		200.00	200.00	400.00		925.00
Flowers		52.77		75.00		37.84	15.99	181.60
Insurance	1,354.00	545.00	385.00	386.00	386.00	309.00		3,205.00
Insurance refund			(160.00)					
Newsletter		77.57	107.91	96.03	76.37	108.09	352.50	818.47
Copying	30.28	43.98	3.60		9.00	43.85	47.74	178.45
Postage	52.63	64.15	19.77	10.80	12.80	48.11		208.26
PO Box rental	13.25	13.00	13.00	20.00	20.00	24.00		103.25
Snow removal	450.00	1,939.50	1,286.25	2,710.00	3,195.00	1,657.50	1,675.00	12,913.25
Taxes		868.10	126.00	244.00	246.00	261.00	345.00	1,100.47
Taxes refund			(989.63)					
Water rights		168.38	128.38	130.38	130.38	139.61	20.00	717.13
Architect design review							2,628.75	2,628.75
EXPENSE - Non-Recurring								
Advertising			24.65					24.65
Bank fees		30.00			0.65	30.68	15.85	77.18
Schwab 1 fee				13.79				13.79
Recording fees		215.75						215.75
Field supplies		38.03		95.37			20.00	153.40
Signs		187.00	20.47					207.47
Office supplies	82.44	38.20	10.77					131.41
Telephone		2.42						2.42
Road repair		550.00		2,200.00				2,750.00
Professional fees					380.98		400.00	780.98
Cistern			7,634.05	30.04				7,664.09
Pond		1,684.32	1,316.80					2,432.37
Pond refund				(568.75)				
Pine Beetle Control						2,705.25		2,705.25
TOTAL EXPENSE	<u>2,464.38</u>	<u>6,819.03</u>	<u>10,182.82</u>	<u>6,506.16</u>	<u>5,768.53</u>	<u>6,988.13</u>	<u>5,520.83</u>	<u>44,249.88</u>
NET PROCEEDS	<u>9,582.26</u>	<u>4,089.88</u>	<u>1,096.29</u>	<u>2,522.28</u>	<u>8,148.72</u>	<u>9,076.13</u>	<u>5,316.53</u>	<u>39,832.09</u>
Checking Account	9,491.36	7,190.83	7,705.02	6,687.96	8,535.61	8,627.09	1,629.15	
Petty Cash	79.06	107.26	95.29	78.09	61.07	121.19	176.45	
Schwab / Money Market		6,282.00	6,814.00	0.00	0.00		7,683.66	
Certificate of deposit				10,350.96	16,742.75	25,667.28	30,242.83	
Design Review Acct.	4,011.84	92.05	6,154.12	6,173.70	4,100.00	4,100.00	6,100.00	
Less acct payable	(4,000.00)	0.00	(6,000.00)	(6,000.00)	(4,000.00)	(4,000.00)	(6,000.00)	
TOTAL ASSETS	<u>9,582.26</u>	<u>13,672.14</u>	<u>14,768.43</u>	<u>17,290.71</u>	<u>25,439.43</u>	<u>34,515.56</u>	<u>39,832.09</u>	