

Douglass Ranch Homeowners Association

Meeting Minutes of the Board of Directors

Meeting Date: 14 January 2008

A board meeting consisting of the following members convened at the home of board member Rick Koth:

Rick Koth	President	303-838-5869	RKoth05@q.com
Susan Festag	Vice President	303-816-1348	kpfestag@wispertel.net
Terry Sickler	Treasurer	303-816-2090	Terry.I.Sickler@lmco.com
Tom Washburn	Secretary	303-838-2225	tom.n.washburn@lmco.com
Tom Sosnowski	Roads and Grounds	303-838-4183	Sosnowski@ieee.org
Charlie Williams	Guest Property Owner		

1. **Call to Order** The meeting was called to order at 7:12 PM by Mr. Koth.
2. **Approval of August Meeting Minutes** Upon a motion by Mr. Koth, seconded by Mr. Sosnowski, the minutes of the meeting of November 12th, 2007 were approved, as amended, by a unanimous vote.
 - a. Minor edits were made to clarify the minutes and a substantial edit was made regarding Fire Truck access to the pond and plowing of the Lenhart's driveway when they were away.
3. **Reports**
 - a. Treasurer – Annual Dues
 - i. Mr. Sickler presented a January-December 2007 Profit & Loss statement as a basis for a 2008 annual budget. Discussion followed. Mr Sickler presented a motion to approve the annual budget. Mr. Koth seconded the motion. The motion passed unanimously.
 - ii. Annual dues, per last year decision of the board, are due by the end of February. Bills to be mailed out this week.
4. **New Business items**
 - a. **Shaffers Ranch Road responses** Mr. Williams presented status of the Shaffers Ranch Road plan and plans for the subdivision to be built on land adjacent to Douglas Ranch.

Sean Madden, the county engineer, was reported to have rejected the plan as incomplete.

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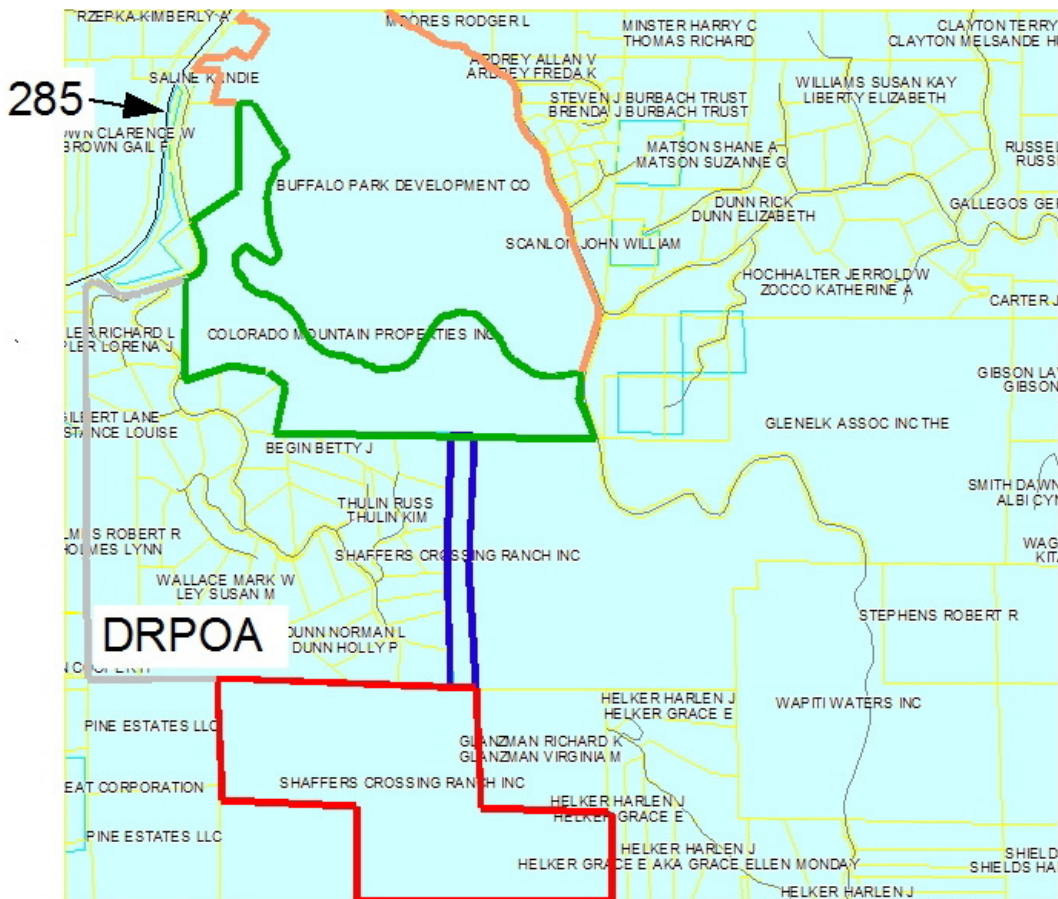
The Shaffers Ranch Road and the subdivision will be two different sets of plans.

The pre-application case manager is Nancy York at Jeffco Planning & Zoning, 271-8715.

There is a desire to build a church next to Elk Creek Elementary near the present Day Care business.

Mr. Williams emphasized that it is important that Douglass Ranch HOA and homeowners show up at Jeffco meetings.

The pre-application has been submitted for the acreage north of the Shaffers Ranch Road (and south of Elk Creek Road) as owned by the Buffalo Park Development Company.



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Near term events for the Shaffers Ranch Road:

- i. Planning and Zoning approval
- ii. Commissioner's approval

A guiding principle for the board was suggested by Mr. Sosnowski: The Board should be mindful that the new owners bought the property for commercial and residential development and to maximize their profits from this endeavor. That being said, the Board should carefully monitor these development activities to insure that the impact on all Douglass Ranch residents is minimized. [TS]

5. Open or Discussion Items

a. Covenant Amendment and Design Standards actions

In accordance with state law, Mr. Koth presented a draft letter to Mortgagees outlining the recent covenant amendment regarding dog fences.

After discussion, Mr. Sosnowski moved that the letter be sent to first mortgagees. Mr. Sickler seconded. The motion passed unanimously. January 30th is the target date for sending the letter.

Mr. Koth will attempt to get a list of first mortgagees from the Jeffco web site and send the letter. Mr. Koth will also file the letter with Jefferson County.

Mr. Washburn will publish a notice of the covenant change notice in two newspapers as required by state law. The High Timber Times and Hustler were selected to publish the notice. Mid-February is the target date for publication.

b. DRHOA Governance policies

Ms. Festag recommended an attorney approach rather than an approach where parts are copied from HOA websites. Our attorney could provide a starting point for about \$900.

We need eight Responsible governance policies per recently enacted Colorado law.

Colorado Senate Bill 2005-100

38-33.3-209.5. Responsible governance policies.

(1) TO PROMOTE RESPONSIBLE GOVERNANCE, ASSOCIATIONS SHALL:

(a) MAINTAIN ACCOUNTING RECORDS USING GENERALLY ACCEPTED ACCOUNTING PRINCIPLES; AND

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(b) ADOPT POLICIES, PROCEDURES, AND RULES AND REGULATIONS CONCERNING:

(I) COLLECTION OF UNPAID ASSESSMENTS;

(II) HANDLING OF CONFLICTS OF INTEREST INVOLVING BOARD MEMBERS;

(III) CONDUCT OF MEETINGS, WHICH MAY REFER TO APPLICABLE PROVISIONS OF THE NONPROFIT CODE OR OTHER RECOGNIZED RULES AND PRINCIPLES;

(IV) ENFORCEMENT OF COVENANTS AND RULES, INCLUDING NOTICE AND HEARING PROCEDURES AND THE SCHEDULE OF FINES;

(V) INSPECTION AND COPYING OF ASSOCIATION RECORDS BY UNIT OWNERS;

(VI) INVESTMENT OF RESERVE FUNDS; AND

(VII) PROCEDURES FOR THE ADOPTION AND AMENDMENT OF POLICIES, PROCEDURES, AND RULES.

Colorado Senate Bill 2006-089

(VIII) PROCEDURES FOR ADDRESSING DISPUTES ARISING BETWEEN THE ASSOCIATION AND UNIT OWNERS.

Mr. Sosnowski will contact two law firms who appear to have experience in establishing these policies for Colorado HOA's. A decision of which law form to select will be made at the next board meeting.

c. Hite mailbox status

There has been no response to the letter sent to the Hite's. However Todd has stated that he will change the mailbox.

d. DRHOA Road Reserve Plan re-assessment

Mr. Sosnowski reports no progress.

6. New business, Continued

- a. Mr. Sosnowski will talk to Dan Barth about the cost of fence-rail repair.
- b. After some discussion regarding the use of 1st Bank or Wachovia (aka: Peak National Bank), Mr. Sickler motioned to leave the HOA's dChecking [per RK, 013008] and Money Market accounts [per RK, 013008] at Wachovia. Mr. Koth seconded. The motion passed unanimously.

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The First Bank signatories are to be Mr. Koth, Mr. Sickler and Mr. Washburn.

7. Calendar discussion

Ms. Festag will send out newsletter around the second week of March. Newsletter inputs are due by 7th.

Firefighter dinner is typically the first Thursday in April. Mr. Koth volunteered his house for food collection prior to the dinner. Need one more house for food collection.

8. Next Board Meeting The next meeting is scheduled for 7 PM, Monday, March 17th at the home of Mr. Sickler.

9. Adjournment At 9:09 PM, a motion was made by Mr. Sosnowski, seconded by Mr. Koth, to adjourn the meeting. Motion was approved by unanimous vote.

Respectfully Submitted,

/s/ tnw

Thomas N. Washburn,

Secretary

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Addendum

Letter to Hite/Williams regarding mailbox

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Jan. 4, 2008

Gail Hite and Todd Williams
13411 Douglass Ranch Dr

Subject: Mailbox Design Standard

Gail and Todd,

Consider this letter a reminder of the conversation Todd and I had on Nov. 20, 2007 about your mailbox post design. As I indicated, although your new mailbox may be very functional, it does not meet the existing Douglass Ranch design standards. The current Board of Directors is unanimous in this position. Please address this issue as quickly as possible and bring your mailbox post into compliance. This time of year may not be the best for outside work, however there are many days during which this type of work can be accomplished.

The DRHOA Board of Directors is charged with enforcing the requirements of the protective Covenants, and for maintaining the community esthetics. You may call myself, or Tom Sosnowski the Design Review lead, if you have any questions.

Thank you,

Richard Koth
DRHOA President
838-5869