

Douglass Ranch Homeowners Association

Meeting Minutes of the Board of Directors

Meeting Date: 11 August 2008

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

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.L.Sickler@lmco.com
Tom Washburn	Secretary	303-838-2225	tom.n.washburn@lmco.com

1. **Call to Order** The meeting was called to order at 7:07 PM by Mr. Koth.

2. **Review/Approval of Meeting Minutes**
 - a. No corrections were made to the meeting minutes of 15 May.
 - b. A motion to approve the minutes as amended was made by Mr. Sickler. Seconded by Ms. Festag. The motion passed unanimously.

3. **Reports**
 - a. Treasurer
 - i. Mr. Sickler discussed the May financial status including:
 1. Account balances.
 2. All HOA dues are current through 2007 and 2008.
 3. Annual Taxes are complete.
 4. No outstanding bills. Bills soon-to-come State Farm, Lawyer, Mountain Mutual Reservoir Company and the Post Office Box.
 5. Budget is on plan with Changes requested.
 6. No SB 100 requests.
 7. Annual Road Fund transfer for 2008 is ready. Discussion on the exact amount followed.
 8. Account signatories are updated.
 - ii. A motion to approve the annual transfer of funds to the Road Fund was made by Mr. Koth. Seconded by Mr. Washburn. The motion passed unanimously.

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4. Open or Discussion Items

a. DRHOA 9 Governance policies

- i. Mr. Koth sent out the policies **to the board members**, with board agreed edits, on July 16th and our lawyer's comments on the Conduct of Meeting policy on July 24th.
- ii. Mr. Washburn moved to approve the lawyer's suggested changes to the Conduct of Meetings policy. Mr. Sickler seconded. The motion passed unanimously.
- iii. The board agreed that the policies should be distributed as PDF files.

b. Shaffers Ranch Development

- Glen Elk Association's Emily Bray contacted Mr. Koth to share names and information.
- Ron Lewis wants to condemn 20 acres of Glen Elk property to build a more accessible road to the land-locked 620 acre parcel. A 14 acre strip of land that has a steep hill in it is presenting challenges to road construction. Maps for three alternative road plans were presented and discussed. One proposed road has many S-turns to climb and descend the hill. A second proposed road is dug through the hill with a large trench. A third proposed road follows the terrain of the hill (i.e.: goes around the hill) via Glen Elk property that Mr. Lewis wants to condemn. DR property owners T. Sosnowski and J. Alme will be closest to the proposed road. Mr. Alme attended a Glen Elk meeting to listen to their concerns.
- Mr. Koth attempted to set the tone with Glen Elk such that DR and Glen Elk are not in a collaborative relationship **at this point**, but rather **to support and share information** from a community standpoint.
- Mr. Koth attended a **Glen Elk** meeting where Kathy Hartman, Jeffco Commissioner, advised and commented on the Shaffers Ranch Development. The **285/Conifer** Community Plan is consulted as a guideline and was used as a basis to deny Lewis' first plan.
- Heather Gutherless, Jeffco Planner, and Sean Madden, Jeffco **Engineer**, have not seen an updated **master** plan as of last week.
- Sean Madden reported that the Shaffer's ranch grading plan has been approved.

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c. Hite mailbox

- Warning letter sent July 15th via certified mail: no signature. No response.
- Next step: another letter invoking a \$25 fine per recently activated DR Governance policies.
- Discussion of how far to take this issue. Governance policies are designed around a negative approach: a penalty for an infraction. Perhaps a positive approach would be more fruitful: both sides give a little and get a little.
- Mr. Sickler will try the positive approach before another letter is sent.

d. Verification of Road Plan costs

- Mr. Sosnowski was not at the meeting. In emails Mr. Sosnowski [indicated that he had measured all road surfaces and confirmed existing figures](#). Mr. Sosnowski has expressed a concern whether the amount set aside for future road maintenance will be sufficient.
- Mr. Sickler believes the current budget will meet the road plan's targets in 2013. Mr. Sickler will compare numbers mentioned in Mr. Sosnowski's emails to the road plan and attempt to confirm a potential budgetary problem.

5. New Business Items

a. Firewise reviews by ECFD, 8/9, 9/21.

- i. Seven homes were visited with Mr. Joe Page of Elk Creek Fire Department on August 9th. The visits were well received. Mr. Page has compiled a list of notes.
- ii. Three more homes are scheduled for a visit September 21st.
- iii. Discussion: How to encourage others to thin their tree stands.
- iv. Ms. Festag needs a volunteer for the September 21st visit as she will be out of town that weekend.

6. Snowplow contract renewal

- a. Mr. Sosnowski will have this contract renewed by September.

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7. September News Letter inputs

- a. Deadline is 11 September.
- b. Items to be inserted into the newsletter: proxies, agenda of the Annual Meeting.

8. Plan for Annual Meeting

- a. Date will be 7 October.
- b. Mr. Koth will look into the use of either Meadow Creek B&B or the school.
- c. Ms. Festag will ask Joe Page, ECFD, to attend to discuss fire mitigation.
- d. Mr. Koth and Mr. Sosnowski's terms are up. Mr. Koth stated he would be willing to stay on the board, but not as president.
- e. The board members should get together a few days before the meeting to ensure readiness.

9. Miscellaneous

- a. Mr. Koth will email the governance policies to all DR property owners. There will be hard copies of the policies at the Annual Meeting.

10. Next Meeting

The next meeting will be the Annual Meeting on October 7th at Meadow Creek B&B.
[This information made available subsequent to this meeting.]

11. Adjournment

A motion to adjourn was made by Ms. Festag and seconded by Mr. Sickler. The motion passed unanimously. The meeting was adjourned at 8:52 pm.

Respectfully Submitted,

/s/ tnw

Thomas N. Washburn, Secretary

Douglass Ranch Property Owners Association