

Douglass Ranch Property Owners Association

Minutes of the Board of Directors Meeting

August 27, 2012 – Approved

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

Susan Festag	President	303-816-1348	kpfestag@wispertel.net
Brent Ballard	Vice President	303-816-5620	brentpballard@hotmail.com
Lore Genender	Treasurer	303-838-9494	lore@merit-tech.com
John Alme	Road and Grounds	303-816-4011	norskejohn@aol.com
Tom Washburn	Secretary	303-838-2225	twashburn@wispertel.net

Call to Order: The DRPOA meeting was called to order at 6:45 pm. by Ms. Festag.

1. Review of May 15, 2012 Minutes

Through exchange of emails the May minutes had been reviewed and edited prior to this meeting. A cursory review of the changes to the minutes was made.

Ms. Genender moved to approve the minutes as amended. Mr. Alme seconded. The motion passed unanimously.

2. Treasurer's Report

a. Review of Financial Status Reports

The current status of the budget was presented and discussed. Small modifications were made per discussion. A desire for a transactional report was expressed. Ms. Genender to send reports out via email before each meeting.

b. 2012 Annual Dues – Status of Delinquent Properties

There are still three lots with outstanding fees due to late payment of the 2012 annual dues

Hagers DR POA dues are paid up but still owe \$24.03 in the form of interest and late fees. We will send a letter regarding this outstanding balance.

Moats owe \$16 in the form of lien removal costs. Mr. Ballard motioned to write the \$16 off as not worth the trouble of collecting. Mr. Alme seconded. Motion passed unanimously.

It was noted that Deb Gentile has old DR Treasury totes (and has moved out of the neighborhood). Ms. Genender is attempting to get the totes back.

Ms. Festag recommended putting \$3563 into the Road Reserve funds to meet 2011 end-of-year goal.

After discussion Ms. Festag motioned to have the Treasurer add \$3563 to a soon-to-mature CD (9/26/12) to meet 2011 end-of-year road reserve goals.

Mr. Ballard seconded. Motion passed unanimously.

c. Credit/debit card

Mr. Washburn did not get a credit card from the bank. Will attempt to do so before the next meeting.

d. Additional financial issues

In discussion regarding next year's budget, some line items were removed from current budget (representing monies allocated but not spent). Result was a balance in the black.

3. Road and Grounds report

Road surface repair cost \$980 at Meadowridge Lane and Gordon Ct. These are big patches to fix the "alligatoring" in the road surface. Will watch how this repair fares over time.

Mr. Alme has asked Martin Marietta, Westminster, CO for a courtesy bid for overlay of the private roads in Douglass Ranch. A response is expected soon.

Mr. Alme to cut a tree blocking the view of stop sign at bottom of Meadowridge Lane.

Mr. Alme sprayed and trimmed noxious weeds at Douglass Ranch road side. Thistle and Common Mullen were observed to be in large concentrations in several lots.

Tom Sosnowski wants to remove trees on Mahoney and Sosnowski's property.

4. Parking Covenants - Working Group report

Mr. Washburn reported that there are two hardline camps in the Parking Covenants Working Group and that no further progress was made in agreeing on new parking restrictions.

Current covenants state that all vehicles must be garaged.

5. Dog Lots – Letter to Zoning Administrator/Updated information

Ms. Festag reports no forward progress on this topic. Ms. Festag still plans to enlist a Jeffco zoning consultant to draft a letter to the Jeffco zoning administrator asking for an interpretation (essentially asking the question: “Will you determine that the Douglass Ranch area is not high wildlife quality area per the Colorado Parks and Wildlife?”)

The potential effort to re-zone the no-dog areas is termed by Jeffco as a major adjustment. The consultant could ask for a determination that this effort is a minor adjustment – which would lessen the required effort to rezone.

6. Continuing/New Items for Consideration

a. Updated directory

An updated directory has been completed. Renters are not included in this directory.

b. Noxious weeds

Noxious Weeds were mentioned in the last Douglass Ranch newsletter.

c. Updated road plan

An updated road plan is under discussion between Mr. Alme and Dick McAtee .

d. Pond Maintenance

William Blatchley of Mountain Mutual Reservoir Company visited with several board members and the Lenharts on August 27th. After much discussion it was agreed that the pond is in a satisfactory state. No action by Douglass Ranch is required.

Mr. Blatchley noted that the inoperable overflow valve was a concern. However, the Douglass Ranch pond is a small pond and will likely never be called upon to release water.

The pond's current discharge (via leaks) most likely meets our obligation to release water to downstream neighbors. We are “in compliance” with our decree, 87CW148.

Mr. Blatchley had no opinion on the health of the pond.

The pond's significance to the overall neighborhood was discussed. The pond is highly visible to all visitors and its appearance and maintenance is a neighborhood concern.

After discussion Mr. Alme moved that Douglass Ranch POA will contribute up to ½ the cost of a pond aeration system limited to a maximum of \$1000. Mr. Ballard seconded. The motion carried unanimously. A letter to the Lenharts will be drafted by Ms. Festag.

Mr. Alme will ask Elk Creek to check the cistern and the fire connection at the pond.

e. Jeffco Incinerator

Mr. Alme, Bud Lewis and Bryan Collier attended a June 13th Jeffco meeting where a slash incinerator was approved by the Elk Creek Fire Marshall and Jeffco Commissioners.

Mr. Alme reported that the incinerator is to be built across 285 in the vicinity of the county's maintenance buildings. See Fairplay Flume article at:

(http://www.theflume.com/news/article_1bf04b7c-cd35-11e1-947b-001a4bcf6878.html).

Another article is at YourHub.com: <http://yourhub.denverpost.com/golden/pine-junction-slash-site-ok-d-by-jeffco-planners/oJz4cHMfBAFvT1t8ByLjL-story>

The incinerator is still subject to conditions.

Mr. Alme contacted Ms. Festag and Ms. Genender to seek funds for representation. An initial \$1000 was approved by Ms. Festag and Ms. Genender.

Board will continue to monitor the incinerator.

f. Snow plowing contract

A snow plowing contract with Ray's Snowplowing, Conifer was signed. Same price and terms as last year.

Mr. Washburn moved to accept the new snowplowing contract with Ray's Snowplowing (as distributed at the meeting). Ms. Genender seconded. The motion passed unanimously.

g. Additional Issues

No other issues were raised.

7. Annual Meeting / Election of Board Members

Mr. Alme declined to run for another term on the Board but volunteered to chair the Road and Grounds committee. Mr. Ballard declined to run for another term.

Board members to make phones calls to encourage possible candidates.

Possible Annual Meeting dates 18 October, 25 October, or 15 November – all are on Thursday nights. Ms. Genender to contact Elk Creek School regarding building availability.

8. Master Calendar – review

Ms. Festag reviewed the near term issues in the Master Calendar.

9. Next Meeting & Adjournment

An informal meeting is planned before the annual meeting. Meeting date will be determined after Elk Creek School availability is determined.

Mr. Washburn offered to host the meeting at his house.

Ms. Genender motioned to adjourn the meeting. Mr. Washburn seconded. The motion passed unanimously at 9:39 pm.

Respectfully Submitted,
 /s/ Tom Washburn, Secretary
 Douglass Ranch Property Owners Association



Date	Task	Comments
January 20	Mail annual dues notices	Goal – More than 30 days prior to 2-28 deadline
January	Board meeting	Tradition – Set annual budget
February 28	Annual dues deadline	Hard deadline – Collection Policy and Procedures
February 28	DORA registraton	Hard deadline
March	Board meeting	Tradition
March	Newsletter	Tradition
March 5, 2013	1-year CD – Liberty Bank, #0560	Hard Deadline – Updates to Road fund
March 15	Federal and state taxes	Hard deadline
April 1	Late fees apply to annual dues	Hard deadline – Collection Policy and Procedures
May	Firefighters Diner	Tradition - 1 st Thursday in May
May	Board meeting	Tradition
June	Newsletter	Tradition
June 30	Periodic Report – Secretary of State	Hard Deadline – Filed by Attorney – Generally done in April
July	Review of 9 governance policies	Goal – Review on annual basis
July 31	Annual Water Fee	Due per Mountain Mutual bill
August	Board meeting	Tradition
August	Snow Plow Contract	Renew for Next Year (September – August)
September 28, 2012	1-year CD - 1 st Bank, #1257	Hard Deadline – Updates to Road fund
September	Newsletter	Tradition
October 31	Annual Water Report	Per Mountain Mutual – Due at End of Water Year
October	State Farm – D&O Insurance	Yearly bill
October/November	Annual Meeting	Bylaws state 2 nd week of November unless another date set by board
November	Installaton of new officers	Tradition
November 30	Decision to Change Annual Dues	Section 4.2(a) of Covenants – 5% maximum increase
December	Newsletter	Tradition
December	Association Registration – Jeffco	Due annually or after new officers elected

Revised: 08/26/12