

DOUGLASS RANCH PROPERTY OWNERS ASSOCIATION

Minutes of the Board of Directors

Call to Order: Regular meeting of the Board of Directors called to order June 29, 2020 by Aaron Reilly, DRPOA President.

Location

Virtual Meeting via Zoom.

Attendance

Board Members Present:

Aaron Reilly	President	512-769-6400	aaron@avautomation.com
Veris Simms	Vice President	720-220-5631	vcvcsimms@gmail.com
Andréa Swenson	Secretary	612-201-0289	andrea.swenson@outlook.com
Randy Jensen	Treasurer	303-838-5117	jensen5513@gmail.com
Mark Ferguson	Roads & Grounds	720-403-3939	mark.ferguson@me.com

Others Present:

Advisory Committee Member: Tricia Jensen

Members at Large: Pam Senjem
Mike Rheinberger.
Cathy Rheinberger

Absent: None

- I. **Approval of Minutes** – Approval of minutes for June 03, 2020 postponed until next meeting.

- II. **Treasurer’s Report by Randy Jensen:**
DRPOA 2020 Budget - Randy Jensen reviewed the DRPOA costs and expenditures. Certain items in the proposed 2020 budget have been updated in the Roads and Grounds budget to include estimated costs for repairs. Also, attorney fees are split out into two columns. One for annual attorney fees and the other for cost to re-write and codify the DRPOA governing documents.
 - **Motion One by Randy Jensen:** To adopt the proposed DRPOA budget for 2020.
 - **Motion Second:** Aaron Reilly
 - **Motion Approved Unanimously.**

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III. **Chairman of Roads and Grounds' Report, by Mark Ferguson:**

Mark acknowledged thanks to Board member Randy Jensen for his assistance in coordinating contractors for the planned road repairs.

- **Douglass Ranch Road** – Pressure has been put on Jefferson County to make repairs. Pot holes have been filled over the bridge near Lot 7 (Lenhart) and the Meadow Creek Bed and Breakfast.
- **Baldwin Court** – the drainage ditch damaged from heavy rains were repaired by CDOT. The total cost to repair came to \$600.00.
- **Drake Court** - Wear and tear was determined to be mostly cosmetic and not structural, therefore no repairs to be made at this time.
- **Gordon Court, Meadowridge Ln, and May Long** – The price quote received from Love's Enterprises negotiated to not to exceed \$15, 000.00 for repairs/maintenance. Mark recommended to prioritize and determine which roads should be selected for repair for this year and postpone the rest for next year.
- **Road Repair Pricing and Bids**- Randy Jensen recommends to obtain bids from contractors in the area, when Jefferson County resurfaces and repair Douglass Ranch Road. Mark recommends taking photos of the road conditions to provide illustrations to keep the community updated on progress.
- **The Community Fence Around the Lot 7 and the Augmentation Pond** – The fence needs repairing. Aaron Reilly recommends obtaining two quotes: one for the cost to repair the two broken rails and one for cost to replace the entire fence. Mark will call Ozark, the company whose name and number are on the plaque, and get a price quote. Mark will also obtain price quotes from other vendors, and present findings.

IV. **Secretary's Report DRPOA Website by Andréa Swenson:** Andréa reports progress continues to be made in updating the website. The issue that prevented Andréa to edit the website and invite contributors has been resolved.

- **Updating the DRPOA Website Content:** Veris and Andréa will reorganization and develop a plan for a new site map, and begin building fresh content for both DRPOA residents and visitors.
- **Additional Domain Email Boxes** – Andréa recommends instead of personal email, obtain official email boxes for each Board officer, as a way to manage Board business, and is transferable. Andréa will explore options.
- **DRPOA Central Phone Line** - Andréa, likewise, recommends, that the Board consider a central business mobile phone for official DRPOA use only, rather than a personal mobile phone to manage DRPOA accounts and subscriptions.
- Andrea and Veris will check vendors for pricing and explore free virtual phone number, Google Voice, and present findings.
- **Authorized DRPOA DEBIT CARD** – Veris will work with the DRPOA bank to obtain a debit card to be used for authorize official DRPOA business.

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- V. **Commence Review of the DRPOA Governing Documents.** - Aaron Reilly proposed that each Board member read the documents, enter their reply in the same document, and reconvene discussions next Board meeting. Sections that are a candidate for changes and will be presented to legal counsel to ensure best normative governance.

The following documents to be reviewed:

- **Articles of Incorporation**
- **Bylaws**
- **CC&R's**
- **Design Review Standards**

Then submit to Members for review and comments.

- VI. **Other Business:** Baldwin Court Drainage Ditch on CDOT property was causing erosion issues. Mark Ferguson, obtained bids for the scope of work to excavate and repair. On June 12, at 3:19pm Mark called a motion to vote via email to approve expenditure to repair.

- **Motion I by Mark Ferguson:** to approve expenditure to excavate and repair the drainage ditch on Baldwin Court.
- **Motion Second:** Aaron Reilly
- **Motion Unanimously Approved.**

- **Road Repairs 2020:** On June 24 Mark Ferguson, in collaboration with Randy Jensen, provided a cost estimate for road repairs prioritized by critical needs:

Private Road	Sealcoat	Patches Quantity	Cost	Crack Seal Linear Ft.	Cost
Baldwin Court	\$0.00	0	\$0.00	1667	\$1,083.55
Gordon Court	\$3,659.00	6	\$900.00	500	\$325.00
Drake Court	\$0.00	0	\$0.00	0	\$0.00
Meadow Ridge Lane	\$0.00	31	\$4,650.00	1000	\$650.00
May Long Court	\$0.00	1	\$150.00	500	\$325.00
SUBTOTAL	\$3,659	38	\$5,700	3,667	\$2,384
Ditch on Baldwin Ct.					\$600.00
			TOTAL ROAD BUDGET		\$12,343

- On June 24, Mark called a motion to vote via email to approve expenditure to repair and move forward with the repairs.
 - **Motion I by Mark Ferguson:** to approve expenditure and begin road repairs.
 - **Motion Second:** Veris Simms
 - **Motion Unanimously Approved.**

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VII. Next Regular Meeting -

The next regular meeting of the board: **Monday, July 6, 2020 at 5:30pm**

VIII. Meeting Moved to Adjourn by Aaron Reilly.

- **Motion Second:** Veris Simms
- **Motion Approved Unanimously**

Submitted by: Andr ea Swenson, DRPOA Secretary