

DOUGLASS RANCH PROPERTY OWNERS ASSOCIATION

Minutes from the Regular Meeting of the Board of Directors

Sunday, April 14, 2024

Call to Order: Meeting was called to order at 4:06p.m. by Veris Simms, DRPOA President

Location: Virtual via Zoom

Attendance

Board Members Present:

Veris Simms	President	720-220-5631	drpoa.president21@gmail.com
	Vice		
Anamaria Popescu	President	(856) 448-3464	drpoa.vicepresident@gmail.com
Andréa Swenson	Secretary	612-201-0289	drpoa.secretary2020@gmail.com

Board Members Absent: None.

Others Present:

Association Members in Attendance

John Jerz	Wade Hiers
Jay & Lore Genender	Troy Oughton
Dan McAtee	John & Barb Pleva
Cairon Moore-Simms	Mike & Cathy Rheinberger
Tandy Martindale	

I. Approval of the Agenda

- Anamaria moved to approve the agenda.
 - i. Andréa Swenson requested to change the status at bullet VII. from “Unfinished Business” to “New Business”.
 - ii. Anamaria moves to accept the change.
 - iii. Motion to accept change approved: Unanimously.
- **Additions to the Agenda** - None.

II. Approval of Minutes – Three sets of meeting minutes were read before the board:

- Amendments for **December 10, 2023**, Annual Meeting of the Members.
 - i. There being no further amendments to December 10, 2023, Minutes the minutes were approved as amended.
- **February 04, 2024**, Special Meeting of the Board.
 - i. February 04, 2024, Minutes were approved as read.
- **February 25, 2024**, Special Meeting of the Members, Budget Ratification.

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- i. February 25, 2025, were approved as corrected.

Report from Officers and Committees.

Report by the Treasurer – Veris Simms.

<i>Balance on hand as of April 10, 2024,</i>		\$ 76,383.49
Checking	\$17,379.20	
Savings	\$ 9,004.29	
Savings Deposit	<u>50,000.00</u>	
<i>(February 27, 2024, Premier Time Savings Deposit)</i>		
<i>Receipts</i>		
Annual Dues & Special Assessments	\$17,330.04	
Special Assessments	2,100.00	
Total Receipts		<u>19,430.04</u>
		<u>\$ 95,813.53</u>
<i>Disbursements</i>		
Administrative Expenses	5,328.99	
Professional Fees - Attorney	2,103.00	
Rental Space	<u>343.99</u>	
Total Disbursements		\$ 7,775.98
Total		70,860.49
<i>Balance on hand April 14, 2024</i>		<u>\$ 76,383.49</u>

Veris Simms, Interim Treasurer

- **Roads and Grounds | Anamaria Popescu, Chair**
 - **Pavement Evaluation** – Our private roads have never undergone a formal survey from a professional engineering company. Anamaria Popescu recommended Douglass Ranch hire a qualified firm to provide a pavement evaluation and road maintenance plan. This information will be added to our road reserve cost assumptions. Two companies were extended invitations to present their proposals as well, however, they opted not to participate by sending in their submissions.

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- On March 15, 2024, Veris Simms, Anamaria Popescu, Randy Jensen met with Scott Sickler from Ground Engineering for a preliminary pavement evaluation on March 15, 2024.
- **Scope of Work - Evaluation Includes:**
 - i. **Coring** – All private roads will go through the coring process. Meadow Ridge has not been paved since the community was established.
 - ii. **Ground Penetrating Radar** – Determines the thickness of the roads.
 - iii. **Visual Pavement Distress** – Determine the roads true lifespan. Results will provide the assessment of when the next maintenance is due.
 - iv. **Seal Coating/Crack Seal** – On a wait-and-see basis until the full report is completed. The report may reveal that a complete repaving of the road may be needed.
 - v. **Cost** - ~\$7,600 to perform an evaluation and maintenance plan.
 - vi. **Recommendations and Request for a Motion to Approve.** – Anamaria Popescu recommends moving forward with awarding Ground Engineering the contract to perform the work. Included in the contract Scott Sickler is happy to observe and monitor Sunland Asphalt's warranty work. Ground Engineering can provide project management when it's time to bid for road construction work. This will help the Association make the right decisions going forward.
 - 1. **Motion II to Discuss** – Andréa Swenson moves to open discussion.
 - 2. **Motion II Seconded** – Veris Simms
 - 3. **Motion II Passed** – Unanimously.
 - vii. Discussion was open to the members in attendance for their assessment.
 - 1. **Motion III** – Veris Simms move to agree to pay for a pavement evaluation and maintenance plan from Ground Engineering at the cost of \$7,610.00 to be performed this year.
 - 2. **Motion III Seconded** – Andréa Swenson
 - 3. **Motion III Passed** – Unanimously.
 - viii. **Ground Engineering** is schedule to commence their evaluation week of April 22, 2024.
- **Governing Documents Committee | Veris Simms, Chair**
 - i. All the governing documents are now finalized. However, if there is a consensus from the community that another meeting is needed, then we will proceed to schedule. Otherwise, target date to vote on the governing documents is by end of June.

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III. Unfinished Business – Discussion on Policy IX.

- **Item 4 – Disbursement** – The Board revisited item 4 and the proposal for language modification in Policy IX.
 - i. **Disbursement Language:** Approval to undertake projects and moneys from the reserve funds. **Clause Proposed:** “...shall be made through the annual budget ratification process voted on by the community.” The approval of the annual budget removes concerns of inappropriate spending, since the funds are specifically allocated to each item in the reserve study and the cost assumptions in the road reserve.
 - ii. **Special Assessment** - Urgent needs exceeding the budget shall then go to the community for approval. A special meeting will be called and presented to the Association Members for discussion, motion, and vote as per our Declaration and Bylaws.
 - iii. **Emergency or Unforeseen Circumstances:** A provision establishing a directive for use of funds in the event of an emergency, or funds are needed to adequately address an unforeseen circumstance. The provision will align with the previous board decision allocating \$9,000.00 of our reserve funds into a separate savings account designated for managing such situations effectively. (see minutes for February 25, 2024)
 - iv. **The board heard opinions from the Association Members both for and against.**
 - 1. **Board Response:** The concerns will be submitted to legal counsel for Douglass Ranch Property Owners Association for vetting and advice for language change.

IV. **Open Forum to the Members at Large** - Each were provided two minutes to speak.

V. New Business –

- i. **Fireman’s Dinner -Barb Pleva, coordinator** - The date for the Fireman’s dinner for the Elk Creek Fire Department has been scheduled for May 05.

VI. **Adjournment** – Veris Simms moves to adjourn the meeting. Motion to adjourn seconded by Anamaria Popescu. Motion to adjourn passed unanimously

Submitted by,

Andréa Swenson,
DRPOA Secretary