

Douglass Ranch Property Owners Association
Minutes of the Board of Directors Meeting

January 28,2016
Approved

A board meeting consisting of the following members convened at the home of Randy Jensen;

Attending:

Susan Festag	President	303-816-1348	kpfestag@wispertel.net
Barbara Pleva	Secretary	303-838-2621	pleva36@q.com
Carl Price	Treasurer	661-837-2228	carlprice@gmail.com
Randy Jensen	Roads & Grounds Committee Chair	303-838-5117	jensen5513@gmail.com

The following member was not in attendance:

Todd Williams	Vice President	303-618-5072	thinc144@gmail.com
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Also in attendance:

Rick Koth	Design Review Standards	303-838-5859	rkoth05@q.com
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Call to Order: The meeting was called to order at 6:32pm

1. **Review of the November 17, 2015 Minutes** - Motion to approve was made by Mr. Jensen and seconded by Mr. Price. The Motion passed unanimously.

2. **Treasurer's Report**
 - a. Financial Status Reports - Mr. Price handed out a corrected Financial Status Report for November 2015. The previously reported total of \$73,266.72 did not reflect a transfer of \$5000 on 8/15/15. Actual balance was \$68,349.57.

 - b. Ms. Festag wanted to make sure that it was understood that the snow plow contract should state that plowing should be done when 2-4 inches of snow falls when the new contract is signed in August. The contract signed by the previous board, and currently in effect, states that plowing should be done when 1-3 inches of snow falls.

 - c. Budget for 2016 - the Board reviewed the proposed Budget for 2016. Motion to approve was made by Ms. Pleva and seconded by Mr. Jensen. Motion passed unanimously. The Board agreed to revisit the budget in August with the goal of approving a 2017 budget before the annual meeting.

- d. Mr. Price reported that all invoices for HOA fees for 2016 have been mailed to all property owners.
- e. Mr. Price introduced an Expense Form to be used for reimbursement of expenses for DRPOA business. Motion to approve the form was made by Ms. Pleva and seconded by Mr. Jensen and approved unanimously.

3. **Continuing Business**

- a. Status of Mandatory Reports and Registrations - Ms. Festag reported that we are up to date on all reports and registrations.

Jefferson County Planning & Zoning - Association Registration filed 11/24/15

- b. Collection of Minutes from Previous Board - Mr. Jensen collected the minutes that existed from previous Board. Mr. Washburn will be posting them on the new website that he is developing.

Ms. Festag has received the seal and a second key to the post office box.

- c. Design Review Board Proposal - Ms. Festag went over the questions and answers from the attorney meeting attended by Ms. Festag, Mr. Price and Mr. Williams. There was a discussion with Mr. Koth about removing the supplemental covenants and removing the design standards from the covenants. Ms. Festag also suggested that we take a survey of the membership to see what covenants are considered most important. The Board will get together on February 26 to suggest questions for the survey.
- d. Roads & Grounds - Mr. Jensen submitted the road Plan which will budget for \$6000 for patching on a yearly basis. Mr. Jensen also informed the Board that he was in touch with Jefferson County and they are responsible for 25 feet out each direction from the center of the road on Douglass Ranch Drive.
- e. Website Update - The new website is almost complete. Mr. Washburn has placed all the necessary documents. Ms. Festag will go over some minor updates with Mr. Washburn.
- f. Mission Statement - Ms. Pleva reported that there has been no updates to the Mission Statement and we will look at it again at the next Board Meeting.
- g. DRPOA Directory - Ms. Festag reported that all directory updates have been mailed along with the November Newsletter.

4. **New Business Items**

- a. The Amended Responsible Governance Policies required by C.R.S. 38-33.3-209.5(1) Collection Policy and Procedure was adopted by a motion made by Mr. Jensen and seconded by Mr. Price. Motion passed unanimously.

The amended policy for Inspection and Copying of Association Records was passed by a motion made by Mr. Price and seconded by Ms. Pleva. Motion passed unanimously.

- b. Plan for Compliance with HOA Records Act -HB1237 - Mr. Price will review materials turned over to the Board.

5. Review of the Master Calendar - The calendar was reviewed and Ms. Festag suggested we talk to Mr. Washburn about the gmail account. Mr. Price will contact the tax person in preparation for yearly taxes.

Next Meeting

The next DRPOA Board meeting will be held on March 31st. At Mr. Price's home at 14042 Douglass Ranch Drive at 6:30pm. A working meeting is scheduled for February 26th at 2:00pm at the same location.

Adjournment

There being no further business to discuss a motion was made by Ms. Pleva and seconded by Mr. Jensen. The meeting adjourned at 9:02pm.

Respectfully submitted

Barbara Pleva
Secretary