

# BURNING TREE RANCH HOMEOWNERS ASSOCIATION

## Board of Directors Meeting

June 21, 2016

### Opening:

The regular board meeting of the Burning Tree Ranch Homeowners Association (BTRHOA) was called to order by Carol at 11:10 AM on June 21, 2016 at the home of Denise and Mark Winkler. Debbie Quella took the minutes for this meeting.

### Attendee's:

Present were: Carol Alexander, Debbie Quella, Mark Winkler, and Tamara Thiess. Joanne Sistek was excused.

### Agenda:

Items on the Agenda: Approve minutes from the last Board meeting, President's Report, Treasurer's Report; Committee/Project Reports, Old Business, and New Business.

### Approval of Minutes:

**The minutes of the May 11, 2016 meeting were reviewed. Mark motioned to approve the minutes. Tamara seconded the motion. The motion was carried unanimously.**

### President's Report:

Carol said that during the past month's time she has sent correspondence regarding and/or to the following:

- Orientation materials for new residents to Denise Winkler

- Thank you to Denise Winkler and Jan Girard for the well-received meet and greet they gave to new neighbors.

- Thank you to Mark Winkler (as organizer and participant) and all other residents who assisted with the Trash Bash.

- Reply to communication from Mike Mullinnix regarding the summer picnic and neighborhood comradery.

- E-mail to Mike Mullinnix regarding the eReferral dealing with the Franktown Village Water Appeal.

- E-mail to Doug Ostby regarding county motorsports regulations, motorcycle riders on BTR roads, and the presence of roosters in Burning Tree Ranch.

- E-mail response to a resident about BTR open space issues and concerns.

- E-mail to Dale Goulette about special communications to residents.

- Reply to an e-mail received with questions about status of covenants relative to chickens.

- Response to a resident about questions relating to obtaining approval for a building project.

- Response to a realtor regarding HOA, dues, and covenants.

During the month Carol also met with Joanne Sistek regarding restructuring the Hospitality Committee and establishing an orientation process for committee members, including a checklist of duties. She followed up with Debbie Quella and Tamara Thiess regarding the status of the proposed amendments to the covenants. Lastly, she helped with monitoring the bins at the trash bash, and assisted the other participants as needed.

## **Treasurer's Report:**

Mark reviewed the May, 2016 Treasurer's report.

**Carol motioned to approve the May, 2016 treasurer's report. Debbie seconded the motion. The motion was carried unanimously.**

**Dues:** Mark said that to date, 47 residents have paid dues in 2016 (including one that came in after Mark's preparation of his dues summary report).

## **Committee Project Reports:**

**Hospitality** — Denise Winkler updated the Board on feedback that she and Jan received from the new neighbors they visited last month when they did their meet and greet in the neighborhood. First, they were all impressed and grateful for the welcome baskets they were given, which included home-baked cookies, a current BTR directory, covenants, and the sheet disclosing the benefits of belonging to the Burning Tree Ranch HOA. All were very friendly, and indicated a desire to help. Some shared concerns about loose dogs, and people who walk dogs but don't pick up their dogs' excrement along the roadside. There was one who wasn't aware of neighborhood news, so Denise and Jan advised them of the e-mailings. A couple had complaints about motorcycle noise. Some asked about location of bridle paths, and what they could be used for (Debbie suggested this as a topic for the next newsletter).

With respect to restructuring the Hospitality Committee. Carol advised that Joanne Sisteck has requested to step down from being the Chair of the committee, though she is willing to continue serving on the committee. During their meeting, Carol and Joanne created an agenda for an upcoming orientation meeting, a draft to-do checklist of each of the primary neighborhood events, and sent an e-mail to past and existing members of the committee requesting an update as to their interest in continuing to serve. Responses to date have been so limited that Carol said the orientation meeting will be postponed until more people respond, which may not occur until Joanne returns from her out-of-town trip and can make follow-up calls to prior committee members she hadn't heard from yet before leaving on vacation. The results of those who did respond include: Judy Wilson who declined serving on the Hospitality Committee while remaining on the Architectural Committee; Jan Girard and Denise Winkler who both said they would serve, but only in the capacity of performing meet and greets of new neighbors; and Leslie Albright who agreed to serve.

**Trash Bash/Swap Meet/Picnic** — Mark reported that 21 lots participated in the Trash Bash event by either monitoring the dumpster or participating in disposal of trash. Dues were collected from two residents who paid in order to participate. This year we had two 20 cubic yard dumpster, both of which were fully loaded. Total cost this year was \$530, but Mark said the cost will likely go up next year. Dumpsters were picked up on the Tuesday following the event. There was discussion around increasing the number of dumpsters next year.

## **Neighborhood Clean-up/Adopt-a-Road**

Debbie received the county signed letter of agreement for Adopt a Road, and provided it to Carol.

## **Architectural/Environmental Control**

Mark said that lot 64 is proceeding with the construction of the add-on to their home. Lot 6 is proceeding with the addition of solar panels to the roof of their home. Mark called the homeowner of

lot 56 to follow-up on landscaping the homeowner agreed to plant to soften the look of a new outbuilding constructed on the lot. Within a week of his call, new large trees were planted around the outbuilding. Carol said she personally thanked this neighbor when she called about the bear alert. Mark continued his attempts to contact the Hutterers about their interest in joining the Architectural Committee, but to date hadn't yet connected. Mark will also continue his efforts to reach Keith Fisher, who was also interested in serving on the Architectural Committee.

The committee finalized the draft of the Architectural Guidelines, and it is currently out for comment. The goal is to have it finalized and ready to hand out at the Annual meeting. He distributed the draft guidelines to the Board and requested comments, additions, deletions.

Mark sent a copy of these draft guidelines to the owner of lot 38. They had requested information about requirements to fulfill before putting up a new outbuilding on their lot, within which they want to park their RV. He will also send the guidelines to the owners of lot 34, who have also requested information prior to submitting building plans.

**Fire Mitigation: Status of CWPP—**Debbie had nothing new to report, though she was anticipating a call from the State Forestry to set up a follow-up meeting regarding the CWPP.

**Well Adjudication—**Nothing new to report.

**Community Planning, Zoning, Commissioners Hearings—**Carol sent the Board the Franktown Development water appeal, which is a massive read if historical documents are reviewed. She explained that right now you have to be zoned before you can have water rights approved. The appeal requests a variance to the existing zoning regulations. Responses to the repeal are required to be delivered to Joe Fowler, a Planner with the Douglas County Department of Community Development by June 27. Carol will call Joe Fowler to gain a better understanding of this request, and will then prepare, with Debbie's input, a response to send on behalf of HOA Board of Directors.

**Old Business:**

**Poultry and Outbuildings Amendments:** Debbie updated the Board regarding ballots received from 51 residents to date.

**New Business:**

Several residents have contacted the Board, commenting about hearing roosters crowing in the neighborhood. The Board discussed sending a letter to the two residences where roosters have been seen, after reinvestigating the county regulations. Tamara will follow-up with the county and forward what she finds in writing to Carol, who will draft the letter to the residents.

The issue of off-road cycles being ridden on the roadways was raised again, with a request that the Board follow up with the offending neighbors. The Board discussed that the DC Sheriff has previously opined that residents who witness illegal activity (riding unlicensed cycles on the road is an illegal activity) are to contact the sheriff directly. Carol recommended that Debbie draft a general communication that re-emphasizes the prohibition against illegal riding, that a number of neighbors have complained to the Board, and that the Sheriff's department is patrolling more frequently and may be issuing citations. The primary and genuine concern of residents is the safety of the children riding the motorized cycles on the roads, along with noise pollution.

Carol responded to a letter she received about people using the open space to build bike ramps and race their bikes. The resident said they contacted the sheriff who investigated and identified the

abusers as non-residents of BTR. Debbie will address this issue and other destructive and/or illegal activities in the open space in her motorcycle general communication. She will also add that we appreciate the conscientious endeavors of neighbors who are watchful.

### **Assignments:**

Carol: 1) Call Joe Fowler to gain a better understanding of the eReferral request for a water appeal related to the Franktown development, then prepare a response to send on behalf of BTR homeowners; 2) Draft communication with Debbie regarding roosters upon receipt of more data from Tamara regarding Douglas County regulations regarding allowance or non-allowance of roosters.

Debbie: 1) Meet with Carol regarding eReferral response for water appeal (see Carol's first assignment). 2) Locate a gift for Kristen Garrison; 3) Draft communication to residents regarding illegal motorized vehicles being ridden on the road and in BTR Open Space; 4) Along with Carol, draft communication regarding roosters. 5) Along with Tamara and Carol, continue following up on signatures for the Fourth and Fifth amendments, and update spreadsheets with status; 6) Follow-up with State Forestry about status of the CWPP follow-up items they are to provide; 7) Include as a topic for the next newsletter the bridle paths, where they are, and what they can be used for.

Joanne: 1) Follow-up with those residents who were sent the Hospitality Committee Orientation meeting communication about whether they have a continued interest in serving on the committee.

Tamara: 1) Continue work on obtaining signatures on the Fourth and Fifth Amendments.

Mark: 1) Continue working with the Architectural Committee on finalizing the Architectural Committee Guidelines.

### **Next Meeting date and place:**

The next meeting will be Wednesday, July 20, 2016 at 7:00 pm at the Quella home. [Note: this meeting time was subsequently rescheduled for Thursday, July 21, 10:30 AM at the Quella home.

### **Adjournment:**

Debbie motioned to adjourn the meeting at 1:05 PM. Carol seconded the motion. The motion carried unanimously.