

# BURNING TREE RANCH HOMEOWNERS ASSOCIATION

## Board of Directors Meeting

August 16, 2016

### Opening:

The regular board meeting of the Burning Tree Ranch Homeowners Association (BTRHOA) was called to order by Carol Alexander at 11:05 AM on August 16, 2016 at the home of Joanne Sistik. Joanne took the minutes for this meeting.

### Attendee's:

Present were: Carol Alexander, Debbie Quella, Mark Winkler, Tamara Thiess and Joanne Sistik.

### 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 July 21, 2016 meeting were not reviewed. Minutes not completed yet. Deferral.**

### President's Report:

Communicated with Richard Savage & Mike Mullinnix re: Franktown Village Development  
Connected with Don Gilbert re: mowing bridle path for \$375 fee as soon as his tractor is repaired  
Developed invitation for BTR Community Picnic—Did marketing sign  
Wrote piece for Newsletter on letter to Joe Fowler---Water Concerns--Franktown Village Development  
Did numerous emails to residents who RSVP'd for BTR Community Picnic—answered questions  
Did extensive hospitality work associated with BTR Community Picnic, along with Board members  
Clarified name change/email address of Carrie Winfrey  
Emailed Doug Ostby  
Talked to potential sponsors of December Holiday Party  
Confirmed the meeting room at the Franktown Fire Station for 9-21-16 Annual Meeting from 5-9 pm

### Treasurer's Report:

Mark reviewed the July 2016 Treasurer's report.

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

Since the change in venue for our annual picnic was changed from the Halda's barn to the Whispering Pines Park, the Board members decided to return all 17 chairs we had purchased and just keep the 3 tables we bought for the picnic. This will reduce budget expenses associated with the picnic.

**Dues:** Mark said that to date, 47 residents have paid dues in 2016. No new payments received. Don Gilbert shared with Carol that he still plans to join the HOA this year.

## **Committee Project Reports:**

### **Hospitality —**

Meet and greet committee met the newest neighbors who just moved in to their home on Cedar Court yesterday, August 15th. Burning Tree residents, Denise Hutter and Shauna Mahaney volunteered to be on the hospitality committee for the Christmas Party. Joanne is continuing to work on expanding volunteer members to serve on the hospitality committee.

The August Community Picnic was a huge success with over 60 neighbors attending. The park environment accommodated adults, teenagers, and children very well due to different venues for conversations, entertainment, and eating. Rave reviews were received for the excellent food. Some type of screening material at the end of the eating pavilion would have reduced the heat and bright light from western sun rays as the evening progressed. It was suggested that we schedule the picnic next year on a Saturday versus Sunday. Preference is for a park setting as the locale during the late afternoon. Tamara suggested the Bayou Regional Park as a possibility for next year's picnic unless we wish to return to the Whispering Pines Park. The Board was most appreciative of all of the residents that assisted with the clean-up activities, as well as the provision of extra chairs.

**Trash Bash/Swap Meet/Picnic:** It was decided that, from now on, we would continue to do separate dates for the Trash Bash and the picnic. This enables limited human staffing resources for such activities to be used more effectively.

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

Debbie received the county signed letter of agreement for Adopt a Road, and provided it to Carol. At our next Board meeting in September, we will determine a Saturday in October for the project.

### **Architectural/Environmental Control.**

The residents on (Lot 16) are planning to build a wood structure in 2017 to house their camper and inquired about approval of a temporary canvas storage facility. Carol referred the question to Mark for a reply. On behalf of ARC, he approved the temporary storage arrangement. They plan to submit their plans for a permanent structure in the spring of 2017.

Draft architectural guidelines: The Board was asked to review the draft and give Mark suggestions. Document must be done prior to the Annual Meeting. Carol gave some suggested changes to Mark during the meeting. Mark will be bringing finalized guidelines to the Annual Meeting as a handout.

**Fire Mitigation: Status of CWPP—** Updating of CWPP is in process.

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

**Community Planning, Zoning, Commissioners Hearings—**Carol gave an extensive update on all of the communications regarding the proposed Franktown Village Development Project (FVDP). Hearings are tentatively scheduled for Sept. 12 & Oct. 11. Detailed information about the FVDP application and associated water issues can be accessed at the following link:

<https://apps.douglas.co.us/planning/projects/Default.aspx?PossePresentation=RezoningJob&PosseObjectId=17465038>

**Old Business:** Covenant Amendments: Both fourth and fifth amendments passed. One of our residents was concerned about the new process relative to how the amendments were passed in terms of her understanding that amendments were to be voted upon at the Annual Meeting. Carol will follow up with the individual on her concerns with the procedure, especially since all homeowner were notified via email about the updated policies and procedures that allow amendments to be acted upon at any time of the year versus just the Annual Meeting. Debbie will submit the approved amendments to the Secretary of State.

### **New Business: Upcoming Annual Meeting**

The primary purpose of today's meeting is to discuss preparations for the 9-21-16 Annual Meeting.

Debbie will contact the Forestry Department and a Franktown Fireman to be our guest speakers at this year's annual meeting. She will also prepare an updated "clean" copy of the covenants to be given as a handout at the Annual Meeting. Carol will develop the agenda and write the 2016-year end review document. Mark will formulate the Treasurer's 2016 year-end report and 2017 proposed budget. Debbie will report on status of updating the CWPP. Carol, along with Mike Mullinnix, will provide information on the Franktown Village Development and upcoming hearings.

### **Annual meeting agenda:**

The Board had a discussion of topics at the annual meeting and reviewed overviews of this year's activities to be presented by each Board member.

Carol will discuss the 2016 Year in Review Summary and FVDP/Hearings (community planning)

Tamara will discuss process for getting Fourth and Fifth amendments to covenants approved— indicate availability of current copy of covenants prepared by Debbie

Mark will discuss the 2016 Budget summary, 2017 Proposed Budget, Architectural guidelines, and Trash Bash

Joanne will discuss neighborhood activities that the hospitality committee plans and implements

Debbie will discuss CWPP update progress, community newsletters

Nominations: Mark Winkler's term is up the end of 2016. Six names were suggested as a possible replacement. Mark is going to contact individuals to see if they would consider serving on the HOA Board from 2017-2019, thus allowing themselves to be nominated for office at the Annual Meeting.

Bridle Paths: The Board thought it would be a good idea to have a Map of the bridle path and discuss if the community wants to pursue the maintaining of the path.

**Finalized Architectural Guidelines:** To be approved at our September meeting

### **Assignments:**

Joanne: Send letter to all residents announcing our Annual Meeting. Plan to photocopy 35 copies of all handouts for the Annual Meeting. (Note: Handouts should be finalized by Sept. 14<sup>th</sup>.) Begin planning for "treats and drinks" at Annual Meeting, along with assistance from Tamara.

Carol: Create the agenda and year-end review for the Annual Meeting

Debbie: Contact speakers for Annual Meeting and prepare "clean copy" of covenants with Fourth and Fifth Amendments included in the document.

Mark: Finalize Architectural Guidelines and prepare Treasurer's year-end report and proposed 2017 Budget.

**Next Meeting date and place:**

The next meeting will be Tuesday, September 13, 2016 at 10am at the Sistik home.

**Adjournment:**

Mark motioned to adjourn the meeting at 200 PM. Carol seconded the motion. The motion carried unanimously.