

Burland Homeowners Association,
January 13, 2018

Board Members

Jim Glenn
Jack Roberts
David Sitko
Sue Glenn
Pat White
Butch Kappel
Debe Whitford
Mary Ellen Sawyer

Members

Jean Wagner
Gene Durst
Jacque Roberts
Keith Doubleday
Bob Walker
Gene Marsh
Carrie Marsh
Tom Ingwalson
Jim Moore
Charlotte Wytias

Non-members

Jim Aitkenhead
Margaret Cline
Kirk Crawford
Betty Crawford
Chris Nelson
Patty Lucy
Jeremy Swanson
Andrew Hoffman
Barbara Returns-From-Scout
James Nicodemus
Karen Nicodemus
Ken Barrios

Guests

Mark Wesseldine, PCFD Chief
Joe Burgett, PCFD, Ass't Chief
John Van Dorn, KZHOA
Kathy Lower, Woodside HOA

The meeting was called to order at 9:00 a.m. and it was determined there was a quorum;

Introductions were made, followed by photographs, recognizing in particular our HOA Firewise Coordinators, Jack Roberts and Dave Sitko, along with the Firewise team. Mark Wesseldine (PCFD Chief), Joe Burgett (PCFD Assistant Chief), John Van Dorn, and Kathy Lower all spoke in praise of the accomplishments of the Firewise team and the recent certification of Burland Ranchettes as a Firewise Community. This will only stimulate growth and interest which will lead to a better and safer community. The Address Marker project is a great help to the Fire Department, and in addition, outside agencies that may come in to help with a wildfire. Everyone involved in this project is to be congratulated.

John Van Dorn mentioned the North Park County Fire Safe Council, of which the Burland HOA is a member, and that Jack Roberts is a Board member which is so very important to this community. John reviewed the "footprint" of the area that is part of Firewise which has grown from 15% to 40% due to Burland's certification a big achievement. John elaborated on square mileage, private lands, acreage; the costs of mitigation and that of course, there is still work to be done on parcel by parcel, and the need regarding major egress and ingress roads, if roads on fire, etc., so it does become complicated.

Mark mentioned that although many people, and even some agencies, do not understand why Park County is now under a Fire Ban. High winds and lack of snow require a Fire Ban. The Park County non-emergency number is 719-836-4121 for information in registering for the reverse 911 system, and encouraged everyone to register cell phones used by any and all residents of a home. Homeowners need a fire plan for their family if they leave children at home alone while the parents are working in Denver. Fire personnel may not have a choice to stop fighting a fire to respond to requests to go to a specific home.

Dave Sitko talked about the various FW Districts (on the website), emphasizing the need for residents to know all evacuation routes. We are working on adding a Firewise specific page to the website and include information on maps, burn bans, address markers, etc.

Our reimbursement slash program was explained which allows any member or associate (sustaining) member reimbursement up to \$75 once each calendar year. This is a very nice benefit in exchange for the \$20 membership fee.

Minutes of the November 2017 meeting were approved as read.

President's Report

Camera Project at Park

Jim provided an update on the park camera project which as he explained, the Board made the decision to install cameras after years and many incidents of vandalism at the Park, from breaking concrete tables, smashing glass, graffiti, and this past summer, finding drug paraphernalia. We are working with an electrician and a volunteer with camera expertise in getting this done.

Goals

Jim G. shared copies of our goals as outlined last year and expanded on the need for help from the community as people may find something there that they may be interested in helping with.

Website

Jim Moore, Jack and Jim met with Rob River in reviewing our current website. Jim M. said there will be a learning curve, adding Firewise as a priority, and focusing on online commerce, paying dues online, and generally, amending the site. We welcome Jim Moore and are grateful for him volunteering his expertise.

Treasurer's Report

The report was approved as read.

Park County Updates

Park County Planning Commission

Pat White said that she is an alternate board member and at a most recent meeting she learned that there was approval (with some conditions) of an event to be held in March 23-25 off County Road 68. This is located back by Wellington Lake according to Pat. Mark W. elaborated on this as the Fire Department is well aware of the plan and they have not had one issue with past similar events. The only issue seems to be with the number of cars i.e., possibly 450, and how this would be handled in the event of a snowstorm. He feels that this is a good group; however, if there is a problem, it will be their last. PCFD is on it.

New Business

Barking Dogs

Jim shared copies of information that may be helpful for barking dog problems.

Mailboxes

Jim G. shared copies of information and the steps to be taken for those who may be interested in taking the lead in the installation of locked mailboxes. Jean Wagner shared her story of getting a CBU's (Cluster Box Units) in her neighborhood and offered to help anyone who is interested. The HOA will pay 50% of the mailboxes upon the completion of the project and the receipt of an appropriate invoice.


Park County Broadband Advisory Meeting

Gene Durst spoke about Park County Broad Band Advisory Council meeting which he had attended. Gene said that it is a very complex and complicated issue, but basically, he believes that we had better get on board with this or we are going to be ten years behind. There was a long discussion and Jim Moore mentioned that possibly he would attend a future meeting with Gene and bring some technical experience which may be helpful to everyone.

Senior Center

Jean Wagner spoke about the need for a senior center in this area and elaborated on a story about someone she helped in our neighborhood that wasn't able to get the help needed from the Park County Senior Coalition. She further said Park County recently purchased two buildings here and she had a petition asking for signatures which asks PC to designate the largest building (formerly owned by the Forest Service) as the Platte Canyon Senior Resource Center. Jean further requested the HOA to write a letter and donate money to "fix" the building since "there is no place to go for seniors." This will be discussed further at the Executive Session.

The meeting adjourned at 10:42 a.m.



Jim Glenn
President

Mary Ellen Sawyer
Secretary

Burland Homeowners Association, Inc. Meeting
January 13, 2018

ACTION ITEMS

- 1 – Jim- Ongoing/pending camera project at Park.
- 2 – Jim – Draft letter of proposal to Park County on behalf of HOA for Board review.
- 3 – Roger – Provide copy of insurance policy for Travis' review concerning volunteer coverage.
- 4 – Roger – Contact Verizon concerning alleged tower issue and status of hillside damage repair.
- 5 - Mary Ellen – Send letter to PC Senior Coalition (and other charities) asking them to schedule meeting time with us to explain their respective missions.
- 6 – Mary Ellen - Return Notarized copy of Park Lease to Park County. Also request copy of current Certificate of Insurance.
- 7 – Mary Ellen – Provide Jim Moore's contact information to Debe.
- 8 – Dave – Look into the purchase of two Firewise banners.

BURLAND HOMEOWNERS ASSOCIATION, INC. MEETING AGENDA

January 13, 2018

- I. Call To Order
- II. Firewise Community – Burland Certified. Guests John Van Doren, Kathy Lower, Fire Chief Mark Wesseldine present to Jack, David and the Firewise Committee. (Coffee and donuts by Carrie Marsh)
- III. Review and approval of prior meeting minutes (November 11, 2017)
- IV. President's report ✓
 - a. Camera Project at Park ✓
 - b. Jim Moore – Working with Rob River on website ✓
- V. Treasurer's Report ✓
- VI. Park County Updates
 - a. Planning Commission ✓ *Pat add each minute*
 - b. Commissioner Updates
 - c. Other
- VII. Old Business
- VIII. New Business
 - a. Barking Dogs in Burland ✓
 - b. Mailboxes switched to Locked Boxes by homeowners groups (lessons learned); First draft of Locked Box Steps (inputs from Gene Durst/Jean Wagner).
 - c. Park County Broadband Advisory meeting update ✓ *Gene Durst*
 - d. Senior Center Ideas

List of Goals reorganized by Jack. Bit-sized details added by Jim

(1-10-2018 – note: goal 7 needs people and ideas)

1. Protect Towers
 - Discourage trespassing & vandalism, trim trees
 - Repair erosion
2. Weakland Fawks Park
 - Maintain and protect park (this is our time to protect this gem)
 - Invite and encourage community (adult visitors) to protect park
 - Pavilion and Playground equipment security and maintenance
 - Trails maintenance (trail to top and Aspen Easy Trail)
3. Burland Firewise
 - support this program
4. Burland Ranchettes Entry Signs Maintenance
 - Weedwack grass
 - maintain lights
 - put out meeting signs?
5. BHOA Website - Add:
 - Guidelines
 - Firewise page
 - FAQ page
 - Road & Bridge contact info
(Brainstorm Erosion problems / Maintaining Culverts. If homeowners help, can we get Road & Bridge support? Fire Dept hose support?)
6. Security Mailboxes: Support upgrades when a leader volunteers to head up a cul-de-sac or existing street mailbox grouping
7. Land Use Regulations:
 - Encourage Park County enforcement of LURs
 - someone able to attend county meetings in Fairplay?
 - someone able to contact commissioners / set up coffee meets?
 - someone who wants to market to commissioners?
 - someone willing to write to the editor?
8. Welcome to Burland: Provide new residents good information
 - link to website
 - copy of covenants
 - copy of FAQ (Frequently Asked Questions)
 - list of ways to get involved
 - invite to _____ - free stuff? _____
9. Newsletter:
 - Annual snail mail Newsletter to all Burland residents once a year
 - Postcard once a year
 - Annual Picnic notice by snail mail
 - Add eye appeal, color, pizzazz
10. Burland has covenants:
 - Notify Listing Agents
 - Notify Title Companies
11. Butane hash oil shops that explode? Illegal grows? Do we encourage or discourage? How?

**Thank you for your email or call about barking dogs.
The following information may be helpful.**

We believe this may be helpful. This plan starts neighborly, but can lead to potential warnings and/or fines for offenders by Animal Control. Dogs can be man's best friend and short periods of barking or barking at wildlife is understandable; they also could be in danger of predators, or have been abandoned by their owner, so we would suggest that all these things be taken into consideration. We also believe that after 20 minutes, it does become a nuisance to others and should be reported and/or investigated for whatever reason. **Save these steps to refer to later.**

- 1) Talk to the neighbor as it could be that they are not aware, and if this is the case, would appreciate it coming from you rather than law enforcement. Call early on and it hopefully, will be received as a solvable problem. If they are not concerned or do not accept this approach, you could mention you preferred talking with them first before calling Animal Control.
- 2) If talking with the neighbor does not solve the issue, contact Animal Control. Based on the information we have, they require 20 minutes of barking before it is considered a nuisance.
- 3) Useful tools:
 - a) Fill out a complaint online or in person. They are busy but they can be your best ally. Be specific as well as they will need the property address and the 20 minutes or recorded barking.
 - b) If possible, you can use your smart phone to record the barking. Upload the 20 minute recording to YouTube and email the link of recording to Animal Control. You may be able to pause recording in the middle to use less memory. Ask your kids how to do this.
 - c) When calling Animal Control, they will require your contact info, address of property owner with the barking dog. They may ask for evidence such as a recording.
 - d) What helps? Multiple complaints or neighbors on the same dog.
- 4) Animal Control will most likely visit if you have given them the info they need. First time they typically will issue a warning. Follow-up visits for barking may incur a fine.

If you can nurture a friendship with your neighbor, of course, that can be helpful in many ways.

Animal Control 719-836-4121 ext 5 (use this for 1st call)

Use this when returning calls from Animal Control: 719) 836-4380 (Deputy Priestly)

Email: Llombardi@park.co (tell us if this changes)

<http://www.parkco.us/142/Animal-Control> (website – if link is not active, copy & paste to your browser)

<http://www.parkco.us/DocumentCenter/Home/View/184> (ordinance)

<http://www.parkco.us/DocumentCenter/Home/View/185> (fines)

<http://www.parkco.us/Faq.aspx?QID=133> (FAQ My neighbor's dog barks, what can I do)

Suggested Guidelines for Locked Mail Boxes

1. Call Caryn Korthuis, [303-838-2084](tel:303-838-2084), Caryn.L.Korthuis@usps.gov.

2. Contact :

Page Specialty Co.
7073 Winter Ridge Pl.
Castle Rock, CO 80108

Toll-free: 800.327.7439
Phone: 303.770.2842
Fax: 303.771.6837
Email: pagespecialty@msn.com

3. Park County Contact Information (as necessary)

501 Main St.
P.O. Box 1373
Fairplay, CO 80440
Phone: 719-836-4201
Fax: 719-836-3273

Hours: Monday - Thursday
7 a.m. - 6 p.m.

"CBU PROJECT" Outline/Checklist by Gene Durst

aka Locked Mailboxes

- 1 General overview/survey of area for location of concrete pad
- 2 Create data base of all existing mail box addresses On a Rack or posts?
- 3 Contact all box holders, set up meeting on-site? to get input.
- 4 Locate private property lines/road easment locations. Parkco will survey if needed.
- 5 Call for utility locate. (Min 20 ft all around proposed slab location)
- 6 Contact Postmaster, your postal carrier, & Burland HOA indicating intention for CBU(s) installation.
- 7 Refine box holder data base to identify participants & contact info.
- 8 Determine type and number of CBU's required. Create a "best estimate" budget.
- 9 Get "**written commitment**" from all participating boxholders.
- 10 Budgeted total cost / divided by number of actual participants
- 11 Get payment from ALL participants
- 12 Place order for CBU's - must be USPS approved!!!! Freight Charges?
- 13 Pad must be 8" of gravel, 8" of concrete w/rebar.
- 14 Prepare site and install concrete pad & mounting bolts.
- 15 Install CBU pedestals & boxes.
- 16 Coordinate removal of existing boxes, with participants Postmaster, ParkCo & others as required

How to get started changing your mailbox stand to Locked Mailboxes By Debbe Kappel

1. Survey existing people at mailbox stand to find how much interest.
2. Contact Bailey Postmistress/Postmaster, which will supply pertinent information on construction of mailbox slab.
3. Purchase mailbox, size depending on interest. Mailbox comes with pedestal, template, and most bolts.
4. Have mailbox delivered to address closest to the site.

Anybody interested in starting this process, talk to Postmaster.

Burland Homeowners Association, Inc. Meeting
January 13, 2018

EXECUTIVE SESSION

Board Members

Jim Glenn
Jack Roberts
David Sitko
Butch Kappel
Sue Glenn

Mary Ellen Sawyer
Debe Whitford
Pat White

The meeting was called to order 11:00 a.m. and it was determined there was a quorum.

Minutes of the November 11, 2017 meeting were approved as read.

Treasurer's Report

The report was approved as read.

President's Report

Hillside Damage - Jim reviewed the status of the hillside damage situation. Jeff Ravage (Coalition for the Upper South Platte) had requested \$1,000 for "design" of the repair, and had also been asked to contact Steve Gamueda (Verizon contractor) concerning their request for dollar amounts as outlined on his initial proposal. Jeff sent an email on January 8th stating to the effect he had talked with Steve G. and Steve indicated there were some issues with the tower itself to be resolved. Roger plans to talk with Verizon to learn of the alleged issues and also the status of the hillside damage issue.

Senior Center Letter

There was discussion of Jean's presentation and how the Board wished to treat this proposal. Jim will draft a letter for review, but the Board favorably entertained the idea of inviting the Park County Senior Coalition to a future meeting to review their respective mission for the Board, and then make a decision on whether or not it would be in our best interest to support a local senior center, etc.

Liability Form for Firewise Mitigation -

Jack reported that the liability forms were approved and finalized as of December 15, 2017. Jack read our attorney's email concerning the insurance concerns. It was decided, as the attorney proposed, that Roger would send him a copy of our current policy for his review, and in the meantime, Roger has contacted another insurance agent concerning the "volunteer" insurance concerns.

Park Lease

Mary Ellen reported that the Park Lease had been approved by the County and we were in possession of the Addendum for signature and notarization which Jim will sign today. We will then return it to Park County, and they will, in turn, furnish us with a properly authenticated document for our records. This lease is something of a routine document that is renewable every five years and basically, allows us to offer our Park as a "public" facility. The County in turn, pays us a dollar and is to list the Park as an "additional insured" under their liability insurance policy.

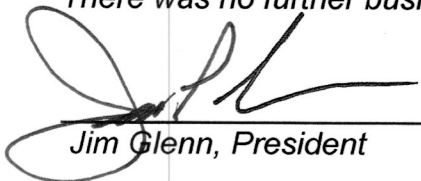
New Business

Debe agreed to volunteer to be our liaison or contact between the HOA and Jim Moore, our new volunteer website manager.

Dave mentioned the need for a Firewise banner or two to be used for public events such as Bailey Days, and there may be others from time to time. It was motioned to purchase two (2) such banners at approximately \$60.00 each, not to exceed \$500. Debe seconded and the motion carried.

There was discussion concerning the coordination of one booth for Bailey Days, rather than separate booths for the HOA, Fire Department, Fire Safe Council, etc. All agreed and they will look into prices, etc.

There was no further business to discuss and the meeting adjourned 12:05 p.m.



Jim Glenn, President



Mary Ellen Sawyer, Secretary

BURLAND HOMEOWNERS ASSOCIATION, INC. MEETING AGENDA

EXECUTIVE SESSION

January 13, 2018

- I. *Call To Order*
- II. *Review and Approval of Prior Meeting Minutes (November 11, 2017)*
- III. *Treasurer's Report*
- IV. *Jim*
 - a. *Status of Hillside Damage (Jeff Ravage)*
 - b. *Draft Letter re Senior Center ideas w/input from Board; Board approval*
- V. *Jack – Status of Liability Form (Firewise) with attorney*
- VI. *Mary Ellen – Park Lease Agreement*
- VII. *Old Business*
- VIII. *New Business*