

**Rowley Downs HOA
Board of Directors Meeting Minutes
April 16, 2018**

Special Guest(s)- Town of Parker (Crime Prevention Officer)

Officer Bankston attended the meeting to discuss concerns that have been occurring within the community. The following items were discussed:

- Teenagers smoking on private property
- Theft of vehicles and personal property
- Utilization of airsoft guns in the open space
- Sobriety House (permits issued by the Town of Parker)
- Increased drug usage within the town limits

Officer Bankston indicated that the Parker Police Department was proactive department, verses a reactive department. He provided the Board with several tools to insure the community remains safe, such as:

- Request increase in officer patrol in the community
- Remind homeowners to lock their vehicles and homes
- When applicable, make sure all alarms are activated
- Keep garage doors closed when not physically outside to monitor
- Review the weekly crime report on the Parker Police website
- Resource: CommunityCrimeMap.com

He also indicated that Neighborhood Services would be able to assist with abandoned vehicles located in the City streets.

Vendor Introduction- Horizon Landscape

Kathy Vicino with Horizon Landscape attended the meeting to introduce herself to the Board and provide an update on services. The following updates were provided:

- Spring Clean-Up: Begun April 11th and was completed April 16th
- Irrigation: Scheduled to be turned on end of April to early May- the Board indicated that the system is typically not turned on until late in the season to save on water cost.
- Weekly Maintenance Day: Wednesday
- Landscape Walk scheduled for Saturday, April 21, 2018 at 10:00 AM
(Attendees: Rick Hill, Kathy Vicino, and Management)
- Pet Waste Station: Proposal will be received following the landscape walk; the Board requested that we contact the Town of Parker and request the Association relocate the basket and they take over maintenance (Sussex and Regency Ct.)

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, April 16, 2018 located at 20180 E Williamson Dr. Parker, CO 80138. The meeting was called to order at 7:03 PM. A quorum was established.

Present Board members were:

- Albert Thompson
- Joe Huckaby
- Clay Hodge
- Warren (Dale) Brinker
- David Darnall

Also present was Natasha Henricks, Association Manager from Summit Management & Consulting.

Homeowners Open Forum

Homeowners Open Forum is held during each Board Meeting to allow owners an opportunity to voice opinions, compliments, concerns or issues as they relate to the Association. There was 1 homeowner in attendance.

Minutes

A motion was duly made;seconded and unanimously carried to approve the following:

- March 19, 2018- Board of Directors Meeting Minutes

Management Report

Management Report: Natasha reviewed the management report.

Email Ratification: None.

Committee Reports

1. Architectural- Dale Brinker reviewed the status on the following request to the Board of Directors.
 - Approved: 11447 Hilary Ct.- Fence
 - Approved: 20167 Williamson Dr.- Tree(s)
 - Approved: 11462 Marlborough Dr.- Steps, Driveway, Walkway Replacement
 - Approved: 20801 Parliament Ct.- Exterior Painting, Removal & Replacement of Shrubs, Garage Door Replacement
 - Approved: 20588 Sheffield Ct.- Window Replacement
 - Pending: 20597 E. Sheffield Ct.- Fence and Front Yard Landscaping
2. Declaration & Bylaw Amendment/Rules & Regulations- Management provided the Board provided the Board with two (2) proposals for consideration. An individual vote was taken. A motion was duly made;seconded and unanimously carried to approve the proposal submitted by The Dupont Law Firm.

Old Business

1. Landscape Juniper Shrub Removal (Cambridge Ct.)- There was a discussion regarding how to proceed and the agreement was to leave the junipers as-is.

New Business

2. Manager Change Discussion- This has been tabled to the executive session.

Financial Report

1. March 2018 Financial Report- The Board will review the February 2018 financial report and email Management with any questions.
2. Approve Payables (Payables were sent to the Board prior to the meeting and review/signatures were obtained during the meeting) - A motion was duly made;seconded and unanimously carried to approve the payables that were presented.

Adjournment

With no further business, the meeting adjourned at 8:47 PM.

The Board of Directors meeting is scheduled for May 21, 2018 at 7:00 PM located at 20180 E Williamson Dr.

Executive Session

Executive Session was held.

**Natasha Henricks
Association Manager, CMCA
Summit Management & Consulting
4950 S Yosemite St, F2-506
Greenwood Village, CO 80111**