

**Rowley Downs HOA
Board of Directors Meeting Minutes
February 19, 2018**

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, February 19, 2018 located at 20180 E Williamson Dr. Parker, CO 80138. The meeting was called to order at 7:02 PM. A quorum was established.

Present Board members were:

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

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 were 2 homeowners in attendance.

Minutes

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

- January 15, 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: 20188 Aintree PI.- Deck Modification
 - Approved: 20576 Shefiled Ct.- Fence Installation
2. Maintenance- Management informed the Board that Rick Hill will be installing the ball field sign in spring.

Management informed the Board that the Association policy covers all homeowner volunteers. There was a discussion regarding implementing a waiver for family member of homeowners that are interested in volunteering in the community.

3. Covenant Enforcement- Management provided the Board with an updated report for review. There was discussion regarding recreational vehicle covers. The Board determined that there needs to be a discussion regarding colors permitted within the community and based on those discussions, alterations to the rules and regulations will be made.

Old Business

1. Winter Watering Discussion- Management informed the Board proposal from Brightview was most competitive in price and approval had been given to proceed with the project. Management is to obtain scheduling information for the Boards review.

New Business

1. Landscape Maintenance Contract- Management informed the Board that proposals have been requested by Brightview, Horizon Landscape, and LC Landscape. Currently management has only received a proposal from Horizon which had been included in the packet for review and we were awaiting the other two proposals.
2. Landscape Open Space (Native) Mowing- Management informed the Board that proposals have been requested by Brightview, Horizon Landscape, and LC Landscape. Currently management has received proposals from Rick Hill and Horizon which had been included in the packet for review and we were awaiting the last proposal from Brightview. A motion was duly made;seconded and unanimously carried to approve the proposal submitted by Rick Hill in the amount of \$1,100.00.
3. IPS Beetle Spraying- There was a discussion regarding the proposal obtained by Natural Way for IPS Beetle spraying. A motion was duly made;seconded and unanimously carried to approve a 3-year maintenance agreement at the discounted rate of \$2,629.60 annually.
4. Easter Egg Hunt- Clay informed the Board that Easter Egg Hunt would be held on March 31, 2018 at 10:00 AM. She will purchase the necessary items at Costco and submit receipts for reimbursement.

Financial Report

1. January 2018 Financial Report- The Board reviewed the January 2018 financial report.
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 8:00 PM.

The Board of Directors meeting is scheduled for March 19, 2018 at 7:00 PM located at 20180 E Williamson Dr.

Executive Session

Executive Session was not held.

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