

**Rowley Downs HOA  
Board of Directors Meeting Minutes  
June 25, 2018**

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**Establish a Quorum/Call Meeting to Order**

The regular monthly Board of Directors meeting was held on Monday, June 25, 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
- Clay Hodge
- David Darnall

Absent Board member was:

- 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 was 1 homeowner in attendance.

**Minutes**

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

- May 21, 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: 20131 Edinborough Ct.- Exterior Painting
  - Approved: 20817 E Sheffield Pl.- Fence Replacement
  - Approved: 20899 Parliament Pl.- Replacement of Rear Doors
  - Approved: 20869 E Lyttle Dr.- Fencing & Gates
  - Approved: 20194 Aintree Ct.- Shrubbery Removal
  - Approved: 20170 Williamson Dr.- Exterior Painting
  - Approved with Conditions: 11124 Dartmoor Ct.- Shed Installation
  - Approved: 20885 E. Sussex Ct.- Window Replacement
  - Approved: 11280 Edinborough Way- Exterior Painting
2. Declaration & Bylaw Amendment/Rules & Regulations- Al informed the membership that a meeting was held with Dupont Law Firm on June 25, 2018 at 6:00 PM. Stephane Dupont will send a list of questions for the Board to review and the July 16, 2018 meeting.
3. Grounds- Management informed the Board that the gravel trail is owned/maintained by the Association and

provided a Town of Parker Responsibility Map which includes the location of the pet waste stations serviced by the Town.

Management informed the Board that a proposal has been requested to repair the landscaping and edging on Regency Ct. and Cambridge Ct. due to fire hydrant installation. Management has contacted Parker Water to inquire about reimbursement of this cost, as it was at no fault of the Association.

A proposal has been requested for additional weed sprayings at the ballfield and in the sidewalk cracks.

Horizon Landscape will be replacing the damaged back flow prevention valve sign due to mowers negligence. Obtaining sign manufacturer information from Parker Water.

Management included the Water Usage Report in the Board packet for review.

### **Old Business**

No old business to discuss.

### **New Business**

1. Spring 2018 Newsletter- Management informed the Board that in the information that was to be included in the 2018 Spring Newsletter is now obsolete and need article ideas. Clay provided a suggestion regarding the water usage within the community.

### **Financial Report**

1. May 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 7:40 PM.

The Board of Directors meeting is scheduled for July 16, 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**