

Rowley Downs HOA
Board of Directors Meeting Minutes
October 21, 2019

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, October 21, 2019 located at 20180 E Williamson Dr. Parker, CO 80138. The meeting was called to order at 7:05 PM. A quorum was established.

Present Board members were:

- Albert Thompson
- David Darnall
- Chris Dickey
- Clay Hodge

The following Board member was absent:

- Joe Huckaby

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 with one revision:

- September 16, 2019 Board of Directors Meeting Minutes

Management Report

Management Report: Natasha reviewed the management report.

Covenant Enforcement: Management included the report for the Boards review. Management provided the Board with a trampoline location variance request letter from the owners located at 20837 E Parliament Court. The Board denied the request, as it is a liability to the Association.

Email Ratification: None

Committee Reports

1. Architectural- Management included the report for the Boards review. Chris Dickey reported that five (5) requests have been approved and two (2) were denied pending additional information being received.
2. Declaration Amendment- Management informed the Board that the attorney would have the final copy of the Declarations to the Board of Directors the week of October 28, 2019.
3. Grounds- Al informed the membership of the following:
 - Final native mow of the Siebert Circle ditch occurred on 10/15/19
 - 2nd October Mow is scheduled for 10/22/19
 - Irrigation to be blown this week, excluding the ballfield
 - Fall Shrub Pruning- Completed in September 2019
 - Fall Clean-Up to occur once 90% of the tree leaves have fallen, only one clean-up included in the contract

Management informed the Board the wiring and modules were damaged on the irrigation clock at the ballfield.

Horizon will be sending the senior irrigation technician out to determine if repairable, if it is not then replacement will be necessary.

2020 Horizon Landscape Contract- Management provide the Board with the Horizon Landscape 2020 Maintenance proposal for review. AI indicated that the contract indicated Horizon would address tree limbs up to 10' and requested this be completed. A motion was duly made;seconded and unanimously carried to approve the proposal as submitted.

The Board requested that management obtain a proposal from Horizon for spring flower installation.

Open Space Stump Cutting- Management included a request from Rick Hill to have stumps cut down in the open space to ensure the mowing equipment does not get damaged. David indicated that he would try and borrow a chainsaw to complete the task.

Holiday Lights- Chris informed the Board that he would be taking over the event this year. Management confirmed there is a \$500 allotment each year for holiday lights and/or décor. There was a discussion regarding possible dates to hold the event and November 16, 2019 was selected.

Old Business

1. Save PACE Center Parking and Pine Curve 3.0- AI reported that the Town was still checking 10K+ signatures against registered voters. Pursuant to the Charter, the Town has 10 days to issue a certificate of sufficiency or insufficiency. If this is not completed within the allotted timeframe, they will demand Town Council to convert to open space or schedule a special election. No action will be taken until after midnight on October 22, 2019.
2. Kime Ranch Annexation- AI reported that the Town has requested that the Board review the proposal online and forward any commentary by Tuesday, November 19, 2019. Management will contact Paul to determine if a hearing has been scheduled.

New Business

1. 2020 Draft Budget- Tabled until November 18, 2019 meeting.

Financial Report

1. September 2019 Financial Report- The web version of the financial was included in the Board packet for review.
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 7:58 PM.

The Board of Directors meeting is scheduled for November 18, 2019 at 7:00 PM located at 20180 E Williamson Dr.

Executive Session

Executive session was held.

Natasha Henricks
Association Manager, CMCA
Summit Management & Consulting
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