

**Rowley Downs HOA
Board of Directors Meeting Minutes
September 16, 2019**

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, September 16, 2019, 2019 located at 20180 E Williamson Dr. Parker, CO 80138. The meeting was called to order at 7:06 PM. A quorum was established.

Present Board members were:

- Albert Thompson
- Joe Huckaby
- Chris Dickey
- Clay Hodge

The following Board member was absent:

- 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 were 5 homeowners in attendance. Topics of discussion included:

- Broken Sprinkler
- Tree Replacement(s) & Installation of Perennials at the Entrance
- Baby Blue Spruces
- Speeding on Siebert Circle- Pedestrian Hit (Flashing speed limit sign or increased police presence)
- Parker Water- Help 3rd Party with Access Routes

Minutes

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

- August 26, 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.

Email Ratification: A motion was duly made;seconded and unanimously carried to ratify the following:

- Draft to Nick Meyers
- RWD ARC 20143 Aintree (Maar) Letter

Committee Reports

1. Architectural- Management included the report for the Boards review. Chris Dickey reported that eight (8) requests have been approved and one (1) currently pending.
2. Declaration Amendment- Management informed the Board that the drafted copy with the tracked changes has been sent to the attorney for final review.

3. Design Guidelines- Management presented the revisions made to section 2.13 to the Board for review. Management also indicated that two additions were made to the Design Guidelines based on the final review of the proposed amended Declarations. The two sections added included 2.21 (Lot Setbacks) and 2.23 (Noise). A motion was duly made;seconded and unanimously carried to approve the changes as presented.
4. Grounds- Joe informed the membership that the Shrub Renewal Pruning had been completed.

Old Business

1. Save PACE Center Parking and Pine Curve 3.0- AI reported that it was a successful signature gathering weekend. Signatures must be obtained by October 10, 2019. Currently the group has obtained more than half that are needed, and they will continue with their efforts.
2. Kime Ranch Annexation- No report.

New Business

1. 2019/2020 Insurance- Management provide the State Farm proposal in the amount of \$5,038 for Board consideration. A motion was duly made;seconded and unanimously carried to approve as presented.

Financial Report

1. August 2019 Financial Report- The web version of the financial was included in the Board packet for review. Dave reviewed the financial report prior to the meeting and did not find any issues or have any concerns at this time.
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 7:48 PM.

The Board of Directors meeting is scheduled for October 21, 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
4950 S Yosemite St, F2-506
Greenwood Village, CO 80111