

**Rowley Downs HOA
Board of Directors Meeting Minutes
May 20, 2019**

Establish a Quorum/Call Meeting to Order

The regular monthly Board of Directors meeting was held on Monday, May 20, 2019, 2019 located at 20180 E Williamson Dr. Parker, CO 80138. The meeting was called to order at 7:00 PM. A quorum was established.

Present Board members were:

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

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 17 homeowners in attendance.

Topics of discussion included:

- Design Guidelines (aka Homeowner Handbook)
 - The Board opened the floor to answer any questions or address any concerns regarding the draft presented to the membership
- Declaration Amendment for Trash Service needs to be placed on the website
- Lori Stucky, Daniel Jennings, and Mike Monroe indicated that they did not receive the notification of the meeting by email nor hard copy through snail mail.
- Tree Branch Piles
- Postcard- Overhang curb parking
- Trash service- Marlow Harman indicated that Haulaway provided him with a new trash can; Dale Brinker and Pam Belyea indicated that they were happy with the service; Mike Monroe indicated that trash service was terrible; and Daniel Jennings made a motion to revert to individual trash service.

Minutes

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

- April 15, 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.

Maintenance Report: No report.

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

- Website Hosting Plan- Tom Kennedy \$120.00

Committee Reports

1. Social- Clay informed the Board that Consistent Contact will not be renewed.
2. Architectural- Management included the report for the Boards review. Chris Dickey reported that nine (9) requests have been approved and there is currently one pending architectural request.
3. Declaration Amendment- Tabled.
4. Grounds-
 - ❖ Management informed the Board that the pet waste stations were scheduled to be installed the week of May 20, 2019. Per Rick Hill's recommendations, the stations will be placed in the following locations:
 - Corner of Edinborough Court on end post, NOT facing the sidewalk.
 - North side of Sussex Court bridge (Same place as old one)
 - ❖ Sod Replacement- Management provided the Board a proposal from Horizon Landscape to replace the sod on Cambridge Court, Parliament Way, and Hillary Place. A motion was duly made;seconded and unanimously carried to approve the proposal submitted in the amount of \$849.00.
 - ❖ Volleyball Court Maintenance- Management provided the Board a proposal from Horizon Landscape to complete maintenance of the volleyball court. A motion was duly made;seconded and unanimously carried to approve \$2,000, as the Board thinks it will need more sand then presented in the proposal.
 - ❖ Stop & Waste Installation (Cambridge Ct.)- Delayed until Fall, tabled.
 - ❖ Ditch Mows- Management informed the Board that ditch mows are scheduled to occur the week of the 15th each month.
 - ❖ Open Space Mowing- Management informed the Board that the open space mowing had been completed.

Old Business

1. Trash Service Proposals- Management provided the Board with 3 proposal for consideration. Tabled.

New Business

1. Save PACE Center Parking and Pine Curve 3.0- Enclosed in the packet was the draft HOA member letter and Press Release for the Boards review. The recommended some changes should be made prior to distributing to the membership for review. Al will update and resend the revised letter for the Boards review.

Al indicated that in order for the issue to be placed on the ballot for a vote, it would require 7,000 signatures.

Financial Report

1. April 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 9:00 PM.

The Board of Directors meeting is scheduled for June 17, 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**