

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
JANUARY 15, 2013**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at Fox Hollow Elementary School on January 15, 2013. Board members present were Kimberly Armitage, Karl Sheldon, Michael McNeil, Rory Lamberton and Marcia Sieber. Also, in attendance were homeowners Carol Dombro and Steve Sieber and Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:30 p.m. and noted that there was a quorum.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST:**

Director Armitage noted that the general disclosure statements for those Board members present at the meeting have been updated and filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association corporate files.

**HOMEOWNER HEARINGS:**

18141 E. Weaver Avenue – Unapproved Black Roofing Material: Homeowner was in attendance to discuss the unapproved roofing material that was installed on the home two years ago. They did not realize they needed approval at the time. Upon review, a motion was made by Director Lamberton, seconded by Director McNeil and without public comment, passed with four members voting in favor and Director Sieber abstaining from the vote, to have a Covenant Running With The Land document prepared which will be signed by the owners and recorded with Arapahoe County stating that at any time when the roof may be replaced, a new roofing material/color will be required to be submitted to the DRB for review and consideration prior to work commencing.

18165 E. Weaver Avenue– Unapproved Black Roofing Material: Homeowners were in attendance to discuss the unapproved roofing material that was installed on the home almost three years ago. They did not realize they needed approval at the time. Upon review, a motion was made by Director Lamberton, seconded by Director McNeil and without public comment, passed with four members voting in favor and Director Sieber abstaining from the vote, to have a Covenant Running With The Land document prepared which will be signed by the owners and recorded with Arapahoe County stating that at any time when the roof may be replaced, a new roofing material/color will be required to be submitted to the DRB for review and consideration prior to work commencing.

**OFFICER REPORTS**

**RECORD OF PROCEEDINGS:**

The next item of business was to review the October 16, 2012 and November 27, 2012 record of proceedings. Upon final review, motion was made by Director McNeil, seconded by Director Sieber and with no public comment unanimously passed to approve the record of proceedings of October 16, 2012 and November 27, 2012 as presented.

**FINANCIAL REPORT REVIEW:**

The unaudited financial and delinquency reports for November 30, 2012 were reviewed by the Board. Upon final review, motion was made by Director Sheldon and seconded by Director Lamberton and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through November 30, 2012.

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. Mr. Eames addressed a couple of specific questions that came up from the Board related to covenant enforcement activities being pursued by the Associations legal counsel.

2013 Legal Services Agreement: The Board of Directors reviewed the 2013 Legal Services Agreement provided by Hindman Sanchez. Upon review, a motion was made by Director Lamberton, seconded by Director Sieber and without public comment, unanimously passed to continue with the Non-Retainer and Risk Share program with Hindman Sanchez for 2013.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**January 15, 2013 – Page 2**

**COMMITTEE REPORTS:**

**Design Review Board (DRB):** The Board discussed comments regarding the required number of trees on the lots within the community. After a lengthy discussion, a motion was made by Director Lamberton, seconded by Director Sieber and without public comment, passed with 4 members in favor and Director McNeil abstained from the vote to continue to enforce the required number of trees on a lot, with the understanding and acknowledgement that the placement of those trees to be either both trees opposite each other between the street and sidewalk or on either side of the sidewalk opposite of each other.

**Landscape Committee:** Director Armitage updated the Board regarding recent activity on the Landscape Committee.

**Social Committee:** The Board of Directors discussed options for the social events for 2013. The Board requested that management provide a proposal of the fees associated with having their event coordinator handle the events moving forward in 2013 who would work directly with potential volunteers for each event.

**MANAGEMENT REPORT:**

Mr. Eames reviewed the correspondence sent out and received for the month and provided an update to the Board regarding several items that have been resolved since the last meeting. Mr. Eames went on to update the Board on several matters related to various service contracts for the Association; preventative and/or active maintenance updates, along with a recap of the monthly action item list from the last Board of Directors meeting.

**Goodman Metropolitan District Update:** Director Armitage updated the Board on several items the Metropolitan District is currently working on including the resurfacing of the tennis courts, redoing the baseball fields and adding concrete to the dugouts, repairing/replacing playground equipment and motion sensors on the lights in the park.

**HOMEOWNER MEMBER PUBLIC FORUM:**

There were not any homeowners in attendance for the public forum portion of the meeting.

**NEW BUSINESS:**

**Centennial Proposed Annexation of Tract B in Filing 3:** The Board reviewed the information provided from the City Attorney from Centennial regarding the proposed annexation of Tract B, Filing 3. Director Armitage volunteered to attend the public hearing on behalf of the Board of Directors scheduled for January 30, 2013. A letter will be sent to all homeowners in the Creekside area advising them of this meeting and information.

**Homeowner Concern with Paint Color Applied on Home:** Mr. Eames reviewed a concern submitted from a homeowner regarding a trim color that was applied to a home on E. Weaver Drive. The homeowner was sent a letter and they responded back to management that they did not change the color, but repainted the trim the original color that was painted on the home. The Board of Directors agreed to take a look at the paint color and respond via e-mail with their decision on this matter on how to respond back to the homeowner.

**Permit for Pods Store on Site:** The Board discussed that moving forward, if a homeowner will have a storage pod, dumpster, or any similar items on their lot, they will need to contact the management office and provide a time frame which will then be added to a permit that the owner will need to display on the pod, dumpster, etc.

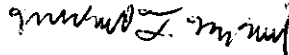
**Rabbits, Perimeter Abatement Program Discussion:** A request was made at the Annual Membership meeting to look at providing some type of rabbit abatement in the community. Upon review, the Board agreed that no further action would be taken on this matter at this time.

**ADJOURNMENT:**

The meeting was adjourned at 8:24 p.m. The next tentative regularly scheduled meeting of the Board was set for March 19, 2013 at 6:30 p.m. at Fox Hollow Elementary School.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 19<sup>th</sup> day of March 2013.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By   
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
MARCH 19, 2013**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at Fox Hollow Elementary School on March 19, 2013. Board members present were Kimberly Armitage, Karl Sheldon, Michael McNeil, Rory Lamberton and Marcia Sieber. Also, in attendance were homeowners Francis Mercado, Ruth and Dave Whitt, Lee Kogul, Tuscany homeowner Chip Eserthorn and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:30 p.m. and noted that there was a quorum.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST:**

Director Armitage noted that the general disclosure statements for those Board members present at the meeting have been updated and filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association corporate files.

**OFFICER REPORTS**

**RECORD OF PROCEEDINGS:**

The next item of business was to review the January 15, 2013 record of proceedings. Upon final review, motion was made by Director McNeil, seconded by Director Sieber and with no public comment unanimously passed to approve the record of proceedings of January 15, 2013 as presented.

**FINANCIAL REPORT REVIEW:**

The unaudited financial and delinquency reports for February 28, 2013 were reviewed by the Board. Upon final review, motion was made by Director Sheldon and seconded by Director Sieber and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through February 28, 2013.

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. Mr. Eames addressed a couple of specific questions that came up from the Board related to covenant enforcement activities being pursued by the Associations legal counsel.

**COMMITTEE REPORTS:**

Design Review Board (DRB): Mr. Eames reported that Mr. Frank Brinkman had sold his home and submitted his resignation to the Committee. The Board expressed their sincere appreciation to Mr. Brinkman's for his time and efforts spent on the Committee and asked that a notice be placed in the upcoming newsletter soliciting for volunteers. Mr. Eames went on to update the Board regarding the DRB's discussion from an owner in Creekside that had called regarding a letter they had received from the Association with respect to the placement of their portable basketball hoop. The DRB discussed this matter during their last meeting that the standard placement for a portable basketball hoop was established so owners could have a portable unit without the need to submit an application, but did not preclude an owner from submitting an application for an alternate location on their lot.

Landscape Committee: Mr. Eames noted that Mr. Frank Brinkman had sold his home and submitted his resignation to the Committee. The Board expressed their sincere appreciation for Mr. Brinkman's time and effort on the Committee and asked that a notice be placed in the upcoming newsletter soliciting for volunteers. Mr. Eames went on to update the Board regarding recent activity on the Landscape Committee, including the Committee's review of the LAI entry monument concepts. Mr. Eames asked for clarification of the Board that the LAI conceptual entry monuments plans were a task that they would like the Landscape Committee to seek proposals for implementation. Upon review, the Board was in unanimous consensus on the plan and direction of the Landscape Committee.

**MANAGEMENT REPORT:**

Mr. Eames reviewed the correspondence sent out and received for the month and provided an update to the Board regarding several items that have been resolved since the last meeting. Mr. Eames went on to update the Board on several matters related to various service contracts for the Association; preventative and/or active maintenance updates, along with a recap of the monthly action item list from the last Board of Directors meeting.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**March 19, 2013 – Page 2**

**OTHER REPORTS**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on including the resurfacing of the tennis courts, redoing the baseball fields and adding concrete to the dugouts, repairing/replacing playground equipment and additional lighting for the park.

**NEW BUSINESS:**

Centennial Proposed Annexation of Tract B in Filing 3: The Board reviewed the most recent information provided from the City Attorney from Centennial and the Associations legal counsel regarding the proposed annexation of Tract B, Filing 3. Mr. Chip Eserthorn, a member of the Tuscany Board of Directors was in attendance to discuss his communities' general sentiment regarding the City's annexation proposal that ultimately would enclave both Tuscany and Siena. After a lengthy discussion, it was agreed to have management forward to the City Attorney's office the comments made by the Associations attorney related to the proposed annexation agreement and ask for their response.

**HOMEOWNER MEMBER PUBLIC FORUM:**

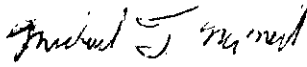
One homeowner was in attendance to address the Board under the public forum portion of the meeting, regarding a letter the owner had received from the Association regarding the placement of his portable basketball hoop.

**ADJOURNMENT:**

The meeting was adjourned at 8:24 p.m. The next tentative regularly scheduled meeting of the Board was set for April 16, 2013 at 6:30 p.m. at Fox Hollow Elementary School.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 16<sup>th</sup> day of April 2013.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By   
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
APRIL 16, 2013**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at Fox Hollow Elementary School on April 16, 2013. Board members present were Kimberly Armitage, Karl Sheldon, Michael McNeil and Rory Lamberton. Also, in attendance was Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:30 p.m. and noted that there was a quorum.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST:**

Director Armitage noted that the general disclosure statements for those Board members present at the meeting have been updated and filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association corporate files.

**OFFICER REPORTS**

**RECORD OF PROCEEDINGS:**

The next item of business was to review the March 19, 2013 record of proceedings. Upon final review, motion was made by Director Lamberton, seconded by Director Sheldon and with no public comment unanimously passed to approve the record of proceedings of March 19, 2013 as presented.

**FINANCIAL REPORT REVIEW:**

The unaudited financial and delinquency reports for March 31, 2013 were reviewed by the Board. Upon final review, motion was made by Director Lamberton and seconded by Director Sheldon and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through March 31, 2013.

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. Mr. Eames addressed a couple of specific questions that came up from the Board related to covenant enforcement activities being pursued by the Associations legal counsel.

**COMMITTEE REPORTS:**

Design Review Board (DRB): Mr. Eames reported that Mr. Saket Srivastava had submitted his name for consideration of appointment to the DRB. Upon final review, motion was made by Director McNeil and seconded by Director Sheldon and with no public comment, unanimously passed to appoint Saket Srivastava to the DRB for 2013.

Landscape Committee: Mr. Eames reviewed the mapping and entry monument concepts provided to the Board in their monthly informational packet. Mr. Eames asked for confirmation of the Board that the mapping and conceptual entry monuments plans were the direction that the Board was comfortable moving forward for bid. Upon review, the Board was in unanimous consensus of the mapping and plan as presented by Mr. Eames.

**MANAGEMENT REPORT:**

Mr. Eames reviewed the correspondence sent out and received for the month and provided an update to the Board regarding several items that have been resolved since the last meeting. A homeowner at 6527 South Richfield Street had submitted for an administrative variance to the Board regarding the spacing for the tree planting requirement on the owner's lot. Based upon the information provided, motion was made by Director McNeil and seconded by Director Sheldon and with no public comment, unanimously passed to approve the administrative variance as submitted. Mr. Eames went on to update the Board on several matters related to various service contracts for the Association; preventative and/or active maintenance updates, along with a recap of the monthly action item list from the last Board of Directors meeting.



**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**April 16, 2013 – Page 2**

**OTHER REPORTS**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on including the resurfacing of the tennis courts, the work on the baseball fields has been completed and adding concrete to the dugouts, repairing/replacing playground equipment and additional lighting for the park.

**NEW BUSINESS:**

Centennial Proposed Annexation of Tract B in Filing 3: Director Armitage stated that the letter to the City of Centennial from the Association that was electronically approved by the Board of Directors, Attachment A, regarding the annexation of Tract B in Filing 3 was sent to each Centennial City Council Member and to the Mayor. The Board reviewed the most recent communication provided from the Deputy City Attorney from Centennial. Director McNeil was in attendance at the City Council meeting on Monday evening, April 15<sup>th</sup> and gave a brief update on what transpired. Mr. McNeil reported that the City Council did approve the annexation by a vote of 6-2, which included Tract B, in Filing 3 of The Farm.

**HOMEOWNER MEMBER PUBLIC FORUM:**


No homeowners were in attendance to address the Board.

**ADJOURNMENT:**

The meeting was adjourned at 8:24 p.m. The next tentative regularly scheduled meeting of the Board was set for May 21, 2013 at the new commencement time of 6:00 p.m. at Fox Hollow Elementary School.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 21<sup>st</sup> day of May 2013.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By   
Secretary/Authorized Agent



March 29, 2013

City of Centennial  
13133 E. Arapahoe Road  
Centennial, CO 80112  
Attn: Mayor Cathy Noon

City Council Members: Sue Bosier, Ron Weidmann, Vorry Moon, Stephanie Piko, Ken Lucas, Rebecca McClellan, Rick Dindinger, Keith Gardner

Re: Piney Creek Hollow Park Annexation Initial Zoning  
Case: LU-12-00235  
Location: South of the intersection of E. Orchard Road and S. Tower Road

Dear City of Centennial Mayor and Council Members:

The Farm at Arapahoe County Homeowners Association, Inc. Board of Directors has requested that our office direct this letter to you with respect to the City of Centennial's proposed plans to annex Tract B in Filing 3 currently owned and maintained by The Farm at Arapahoe County Homeowners Association, in conjunction with the Piney Creek Hollows Park Annexation and Initial Zoning.

On February 27, 2013, Mr. Reed, Mr. McAskin, Mr. Widner and Mr. Firestine with The City of Centennial staff attended a meeting with four (4) members of The Farm at Arapahoe County Homeowners Association Board of Directors to discuss the above noted annexation and initial zoning and to inquire as to why Tract B in Filing 3 was being included in the annexation, since the annexation of this tract of land did not appear to be necessary in order for the City to accomplish its objective in the Piney Creek Park Annexation and Initial Zoning. During that meeting it was disclosed by a member of the City staff that the City Counsel had provided direction to them to enclave both Tuscany and Siena as part of this proposal, which in order to accomplish that task meant that Tract B in Filing 3 would need to be annexed.

The Board of Directors for The Farm at Arapahoe County Homeowners Association requests to be put on record in opposition to the annexation by the City of Centennial of Tract B in Filing 3 owned and maintained by The Farm at Arapahoe County Homeowners Association, Inc., as such annexation is not necessary or required in order for the City of Centennial to complete the proposed annexation and initial zoning of the Piney Creek Hollows Park and request that Tract B in Filing 3 of The Farm at Arapahoe County Homeowners Association be removed from this annexation.

If you have any questions regarding this letter, please contact our office at [corpoffice@pcms.net](mailto:corpoffice@pcms.net) or 303-224-0004 ext. 302.

Respectfully

A handwritten signature in black ink, appearing to read "Mark L. Eames".

Mark L. Eames, PCAM  
On behalf of the Board of Directors for  
The Farm at Arapahoe County Homeowners Association

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
MAY 28, 2013**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at Fox Hollow Elementary School on May 28, 2013. Board members present were Kimberly Armitage, Karl Sheldon, Michael McNeil and Rory Lamberton. Also, in attendance were Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:00 p.m. and noted that there was a quorum.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST:**

Director Armitage noted that the general disclosure statements for those Board members present at the meeting have been updated and filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association corporate files.

**CONSENT AGENDA**

Upon review, a motion was made by Director McNeil, seconded by Director Sheldon and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for April 16, 2013
- b. Unaudited Financial and delinquency reports through April 30, 2013
- c. Street Tree Variance Request for 6453 S. Telluride Street

**OFFICER REPORTS**

**Homeowner Requests to Remove Penalties:**

18357 E. Lake Avenue: Owner submitted request to remove \$50.00 in penalties regarding a trailer parking violation. The Board did not approve the request.

17878 E. Oakwood Lane: Owner submitted request to remove \$825.00 in penalties regarding the driveway on the home that had not been replaced. Upon review, a motion was made by Director Lamberton, seconded by Director McNeil and without public comment, unanimously passed to approve removing 50% of the penalties assessed that were applied during the seasonal months of April thru October.

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. Mr. Eames addressed a couple of specific questions that came up from the Board related to covenant enforcement activities being pursued by the Associations legal counsel.

**COMMITTEE REPORTS:**

Design Review Board (DRB): Mr. Eames noted that the DRB has discussed concerns raised regarding spirit signage in the community and that a draft resolution will be presented to the DRB. It was discussed that possibly the DRB should also include consideration for spirit flags as part of their discussion on spirit signage. Mr. Eames reviewed SB 183, the Xeriscaping Bill and noted that it is probably going to be signed by the Governor in the near future.

Landscape Committee: No official report.

Proposed SALAD Committee Charter: The Board of Directors reviewed the proposed SALAD Committee (Surrounding Area Land Development) charter that was discussed at the last Board of Directors meeting. Upon review, a motion was made by Director Armitage, seconded by Director Sheldon and without public comment, unanimously passed to approve the resolution as presented and authorized the President to execute such (Attachment A).

**MANAGEMENT REPORT:**

Mr. Eames reviewed the correspondence sent out and received for the month and provided an update to the Board regarding several items that have been resolved since the last meeting. Mr. Eames went on to update the Board on several matters related to various service contracts for the Association; preventative and/or active maintenance updates, along with a recap of the monthly action item list from the last Board of Directors meeting.



**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**May 28, 2013 – Page 2**

**OTHER REPORTS**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on including the resurfacing of the tennis courts, the work on the baseball fields has been completed and adding concrete to the dugouts, repairing/replacing playground equipment, painting pergolas at the park and additional lighting for the park.

**UNFINISHED BUSINESS:**

Ratification of the Electronic Consent for the Monument and Flower Bed Project: Mr. Eames discussed the project and the items that were electronically approved by the Board of Directors and provided an update with where the project is at from a time and completion standpoint. Upon review, a motion was made by Director Armitage, seconded by Director Sheldon and without public comment, unanimously passed to ratify the electronic consent for the monument project work with a cost of \$65,000.

**NEW BUSINESS:**

Board Meeting Schedule: The Board discussed moving their meeting date to the fourth Tuesday of each month starting at 6:00 p.m. Notice will be placed in the June newsletter advising homeowners of the change.

**HOMEOWNER MEMBER PUBLIC FORUM:**

No homeowners were in attendance to address the Board.

**ADJOURNMENT:**

The meeting was adjourned at 7:01 p.m. The next tentative regularly scheduled meeting of the Board was set for June 25, 2013 at 6:00 p.m. at the PCMS offices.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 25<sup>th</sup> day of June 2013.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By



Secretary/Authorized Agent



RESOLUTION
THE FARM AT ARAPAHOE COUNTY HOMEOWNERS ASSOCIATION, INC.
STANDARDS AND PROCEDURES FOR THE SURROUNDING AREA
LAND DEVELOPMENT COMMITTEE "SALAD"

WHEREAS, the Board of Directors ("Board") of the Farm at Arapahoe County Homeowners Association, Inc. ("Association") is authorized to establish, appoint and create conduct guidelines for various Committees; such authority is found in the Declaration of Covenants, Conditions and Restrictions ("Declaration"), recorded in the Arapahoe County Clerk and Recorder's Office and the Bylaws for the Association;

THEREFORE, BE IT RESOLVED that the Board of Directors for the Community Association hereby adopts and makes a part of all Surrounding Area Land Advisory (SALAD) Committee conduct and regulatory procedures, the following;

The Surrounding Area Land Advisory Division Committee (SALAD) shall be responsible for monitoring all types of proposed land development, zoning and annexations for all land areas surrounding The Farm. The SALAD shall also be responsible in working with the Board of Directors regarding referrals submitted to the Association by the County, City and/or State Municipalities with respect to the proposed development, zoning and/or annexation of areas surrounding The Farm.

- A. Up to seven (7) members may be appointed to the Committee. Members appointed to the Committee are hereby appointed for a term of one (1) year, unless otherwise established by the Board of Directors on or by January 31st of each year. Members interested in submitting their name for consideration to a Committee for appointment must provide a written request for such consideration to the Board by January 1st. Although a member may apply for more than one Committee, in most cases members will only be appointed to one Committee. The Board at their discretion may allow for multiple year appointments, with staggered terms, for owner Committee members, for the purpose of maintaining institutional knowledge of Committee discussions. Appointed Committee and Sub-Committee members must be in good standings with the Community Association and be able to attend at least seventy percent (70%) of all meetings conducted by the Committee during any calendar year, and maintain their fiduciary duties to the Committee, as may be more specifically identified by the Board of Directors or the Committee. If a Committee or Sub-Committee member, does not maintain his/her good standing with the Community Association, or violates his/her fiduciary commitment to the Committee, the Committee or Sub-Committee member can be removed from the Committee by majority recommendation of the remaining Committee members to the Board of Directors.
B. The Committee is required to conduct all meetings as open meetings, unless otherwise previously approved by the Board of Directors. A majority vote of each Committee is required for all actions and/or recommendation as by the Committee, as may be further outlined in the Committees approved Charter.
C. The Committee members must be provided with a minimum 72 hours written notice for all meetings, to include either an agenda or other written notification regarding the business items to be reviewed.
D. The Committee will provide the Board of Directors within ten (10) business days from the date of their meeting a written set of meeting minutes or a written recap report of the activities and/or decisions made from each meeting conducted.

Signed and delivered this 21st day of May 2013.

THE FARM AT ARAPAHOE COUNTY HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS

By: [Signature]
Authorized Officer

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
JUNE 25, 2013**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at the PCMS Office on June 25, 2013. Board members present were Kimberly Armitage, Karl Sheldon, Michael McNeil and Rory Lamberton. Also, in attendance was Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:00 p.m. and noted that there was a quorum.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST:**

Director Armitage noted that the general disclosure statements for those Board members present at the meeting have been updated and filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association corporate files.

**CONSENT AGENDA**

Upon review, a motion was made by Director Sheldon, seconded by Director McNeil and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for May 28, 2013
- b. Unaudited Financial and delinquency reports through May 31, 2013

**OFFICER REPORTS**

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. Mr. Eames addressed a couple of specific questions that came up from the Board related to covenant enforcement activities being pursued by the Associations legal counsel, including concerns regarding the condition of a home on Zeno Court. After a lengthy discussion, the Board provided direction to management.

**COMMITTEE REPORTS:**

Design Review Board (DRB): Mr. Eames noted that the DRB reviewed and adopted a revised draft resolution regarding directional and spirit signage. The proposed resolution will be presented to the Board of Directors for their review and consideration as part of their next meeting agenda.

Landscape Committee: No official report. Mr. Eames provided the Board with a variance letter (Attachment A) sent to the Associations landscape contractor regarding the use of the Association's ET irrigation system for this season. ECCV granted the Associations request to utilize the ET system again this year, but decided to shorten the Association available "watering window" by almost 20%. Upon review and discussion the Board requested that the landscape contractor try and go back to ECCV to ask for more time, since most of the Association's irrigation system is a loop design and agreed that whatever ends up as far as the limitation on watering from ECCV that Arapahoe Road be cut back first, then the interior areas. The Board agreed to try and keep the main corridor areas, Buckley, Waco, and Tower, looking as best as possible, along with the five (5) main entry monuments.

Proposed SALAD Committee Charter: No official report

**MANAGEMENT REPORT:**

Mr. Eames reviewed the correspondence sent out and received for the month and provided an update to the Board regarding several items that have been resolved since the last meeting. Mr. Eames went on to update the Board on several matters related to various service contracts for the Association; preventative and/or active maintenance updates, along with a recap of the monthly action item list from the last Board of Directors meeting.

**OTHER REPORTS**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on including the resurfacing of the tennis courts, the repairing and/or replacing of the playground equipment, painting pergolas at the park, add additional lighting for the park and looking at alternate potential surfaces for the Basketball court in Central Park.

**UNFINISHED BUSINESS:**

Centennial Annexation of Tract B in Filing 3: The Board reviewed the most recent communication provided from the Deputy City Attorney from Centennial.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**June 25, 2013 – Page 2**

**HOMEOWNER MEMBER PUBLIC FORUM:**

Two homeowners were in attendance to address the Board regarding the condition of the home on Zeno Court that was discussed in conjunction with the legal update portion of the meeting.

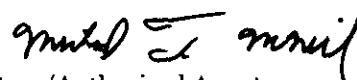
**ADJOURNMENT:**

The meeting was adjourned at 7:11 p.m. The next tentative regularly scheduled meeting of the Board was set for August 27, 2013 at 6:00 p.m. at Fox Hollow Elementary School.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 27<sup>th</sup> day of August 2013.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By



Secretary/Authorized Agent





# Attachment A

June 21, 2013

Mr. Ken Cox  
Cox Professional Landscape Services  
6800 S Dawson Circle  
Suite 104  
Centennial CO, 80112

Re: Irrigation Waivers

Mr. Cox:

ECCV has approved The Farm HOA's request for additional watering hours at this time for "The Farm" subdivision. We understand the need to allow the ET controller's to execute their instructions without limiting their ability to provide water on an "as-needed" basis. However, there are some minimum requirements that need to be met in order to grant this waiver.

#### Minimum Requirements:

- Respect the "no watering" window of 10:00 AM to 9:00 PM, except for monitored system testing. Testing must be one zone at a time. Start and finish notification to District required. Sign posting requirement must be followed.
- Follow best management practices, 4 slides from Large Irrigator 2012 presentation (enclosed)
- Provide weekly (minimum) reading of ALL meters in system using Badger visual reader. HOA/irrigator must purchase new or replacement readers, District will program and verify reads. Provide read summary to District monthly.
- Maintain usage at or below adjusted ET for each month. Individual accounts and overall system total.
- Attend monthly meeting or conference call with the District to review consumptions.
- If weather and water supply conditions continue to deteriorate, irrigation requirements will be modified as necessary for all customers. These additional hours could be retracted.

We are available at any time to discuss these requirements or any modification to them that may become necessary. We would like to meet as soon as the June consumption figures are complete, some time the first week of July. We will contact you as soon as they are available.

6201 S. Gun Club Road | Aurora, CO 80016  
Ph: 303.693.3800 | Fx: 303.699.1228 | www.eccv.org

Page Two  
Mr. Ken Cox  
June 21, 2013

We would also like to discuss the Hillcrest neighborhood. Do these three sites have ET controllers?  
Are you requesting extended watering hours for these sites as well? We can discuss those issues in  
early July as well.

Thank you for your consideration in this matter. Please contact me if you have any questions.

Sincerely,



Richard A. Clark, P.E.  
Senior Engineering Advisor

Enclosure (4)

Cc: R. Bellamy  
M. Holland  
D. Kaunisto

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
AUGUST 27, 2013**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at Fox Hollow Elementary School on August 27, 2013. Board members present were Kimberly Armitage, Karl Sheldon, Michael McNeil and Marcia Sieber. Also, in attendance was Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:00 p.m. and noted that there was a quorum.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST:**

Director Armitage noted that the general disclosure statements for those Board members present at the meeting have been updated and filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association corporate files.

**CONSENT AGENDA**

Upon review, a motion was made by Director Sheldon, seconded by Director McNeil and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for June 25, 2013
- b. Unaudited Financial and delinquency reports through July 31, 2013

**OFFICER REPORTS**

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. Mr. Eames addressed a couple of specific questions that came up from the Board related to assessment collection activities being pursued by the Association's legal counsel. After a lengthy discussion, the Board provided direction to management.

**COMMITTEE REPORTS:**

Design Review Board (DRB): Mr. Eames noted that the DRB reviewed and adopted a revised draft resolution regarding directional and spirit signage for the Board's review and consideration. After review, a motion was made by Director Armitage, seconded by Director Sieber and without public comment, unanimously passed to approve the resolution regarding directional and spirit signage (Attachment A).

Landscape Committee: No official report. Mr. Eames updated the Board on the status of the entry monument project, including the decision by the Landscape Committee to have the fence railings adjusted slightly so that they would be more parallel in appearance to the columns.

Social Committee and SALAD Committee Charter: No official report

**MANAGEMENT REPORT:**

Mr. Eames reviewed the correspondence sent out and received for the month and provided an update to the Board regarding several items that have been resolved since the last meeting. Mr. Eames went on to update the Board on several matters related to various service contracts for the Association; preventative and/or active maintenance updates, along with a recap of the monthly action item list from the last Board of Directors meeting.

**OTHER REPORTS**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on including the asphalt repairs and seal coating of the parking lots at the two main parks and the review of the various play equipment in the parks to try and make them more child friendly for a broader range of ages.

Farm/Goodman Operations Consolidation: Directors Armitage and Sheldon provided the Board with some general information on the idea of combining all ownership and operations within the community for the Goodman Metropolitan District and The Farm HOA. After discussion, it was agreed that the Board would solicit an opinion from an outside attorney representing the Association to look at the pros and cons of any future consolidation of the two entities.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**August 27, 2013 – Page 2**

**NEW BUSINESS**

2014 Proposed Budget: Mr. Eames reviewed the proposed 2014 budget with the Board of Directors. Upon review, a motion was made by Director Sheldon, seconded by Director Sieber and without public comment unanimously passed to approve the 2014 proposed budget (Attachment B) providing the Treasurer with limited authority to adjust the 2014 capital improvement project budget to reflect any change in the overall estimated surplus for 2013 prior to the distribution of the proposed 2014 budget to the members.

Annual Membership Meeting: The Annual Membership Meeting will be held on November 19, 2013 at Fox Hollow Elementary School at 6:00 p.m. Notice of the meeting will be sent out to all owners of record in the required time frame.

Proposed Commercial Vehicle/Recreational Vehicle Resolution: The Board reviewed the draft resolution as prepared by management to include Recreational Vehicles as part of the Commercial Vehicle Resolution to require that an owner notify the management office if the RV will be onsite. After a final review, a motion was made by Director Armitage, seconded by Director McNeil and without public comment, unanimously passed to approve the Resolution and authorized the President to execute such (Attachment C).

House Bill 1276 & Senate Bill 183 Updates: Mr. Eames reviewed the draft HB1276 Collection Policy update as provided by the Association's legal counsel with the Board of Directors.

**HOMEOWNER MEMBER PUBLIC FORUM:**

There were no homeowner public forum matters to be brought before the Board.

**ADJOURNMENT:**

The meeting was adjourned at 7:20 p.m. The next tentative regularly scheduled meeting of the Board was set for September 24, 2013 at 6:00 p.m. at Fox Hollow Elementary School.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 24<sup>th</sup> day of September 2013.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By *Michael J. McNeil*

Secretary/Authorized Agent



**Proposed Guideline Updates For Review:**

**Signs.** DRB approval is required for most signs. DRB approval is not required for; a) temporary signs advertising Property for sale or lease which are no more than four (4) feet in height, and two (2) feet by three (3) feet in dimension. There will be no more than one sign per Lot allowed. Sold signs must be removed within 24 hours after closing, unless otherwise required by law. *Up to, but not more than six (6) open house/directional marketing signs at any one time may be placed from dawn to dusk, for an open house event only, on any common tract or residential lot, within the community, provided that the signs are not placed in a manner as to cause any safety hazard or damage to the property and that consent must first be obtained from a lot owner for any open house or directional signage placement on the owners residential lot.* All other signs, including address numbers and name plates, must be approved by the DRB. No lighted signs will be permitted on any Lot, unless associated with The Farm or the Goodman Metropolitan District. One trade sign, which is no more than three (3) feet in height and two (2) feet in dimension including, but not limited to, landscaping, painting, remodeling, etc., may only be displayed while work is in progress and must be removed upon completion of the job. At no time may a trade sign be displayed for longer than fifteen (15) days. All other signs, including address numbers and name plates must be approved by the DRB. Lighted signs will be considered by the DRB on a case-by-case basis only.

Political signs shall be permitted with the following restrictions:

- Each Lot shall be permitted to have no more than one sign per political office and/or ballot issue.
- Signs cannot be larger than 3' x 4' in dimension and cannot stand higher than 4 feet off of the ground.
- Signs may be erected no more than 45 days prior to an election and must be removed within seven (7) days after the election.
- Signs must be maintained in a neat and attractive manner at all times.
- Signs may not be erected in the common areas. Signs in common areas will be disposed of by the Association.
- No political sign may be placed on any common Property or tract owned or maintained by the Master Association, unless written consent is first received from the Board of Directors.

Spirit signs shall be permitted with the following restrictions:

- *With written notice sent in advance to the Association of the date(s) applicable, each Lot shall be permitted to have no more than one spirit sign per local event and/or season, (i.e. football season at Grandview High School). Semi Professional and Professional Sports Teams events or seasons are not considered to be a part of this regulation and all proposed signage for such must first be submitted and approved by the DRB.*
- *Sign cannot be larger than 2' x 3' in dimension, cannot stand higher than 4 feet off of the ground and must be placed within 10 feet of the foundation of the house.*
- *Sign may be erected no more than 5 days prior to an event or season and must be removed within seven (7) days after the event or season.*
- *Sign must be maintained in a neat and attractive manner at all times.*
- *Signs may not be erected in the common areas. Signs in common areas will be disposed of by the Association.*

**Flagpoles, Flags.** Homeowners may have either one freestanding flagpole or two house-mounted flagpoles. Freestanding flagpoles shall not exceed 15 feet in height and shall be located in front or rear yards only, no more than 10 feet from the house. Flagpoles should not extend beyond the boundaries of the house. No more than one American flag may be displayed on each lot. The flag shall not exceed 5' x 3' in dimension and shall be displayed either on a freestanding flagpole or on a house-mounted flagpole only. No more than two additional Military service flags, POW/MIA flags, and/or seasonal/decoration flags may be displayed on each lot. These flags should be displayed on house-mounted poles only and shall not exceed 3' x 4' in dimension. *DRB approval is not required to display one spirit flag not exceeding 3' x 4' in dimension, flown on a house mounted flagpole only, erected no more than seven (7) days prior to a spirit event and taken down within forty-eight (48) hours after the sprit event. All other flags or extended time frames must first be submitted and approved by the DRB on a case-by-case basis only.*

The Farm at Arapahoe County Homeowners Association, Inc.  
 2013 Approved Budget, 2013 Estimated Actual, 2014 Proposed Budget

	2013 Approved	2013 Estimated	2014 Proposed
<b>HOA Operating Income</b>			
Assessments	\$866,160	\$866,160	\$866,160
Fines Income	\$3,600	\$5,200	\$3,600
Legal Income	\$4,600	\$4,400	\$4,500
Late Fee Income	\$5,400	\$16,400	\$6,500
Miscellaneous	\$1,000	\$1,050	\$1,000
Goodman Bill Back	\$0	\$16,200	\$15,000
Carry Over (Loss)	\$65,390	\$110,000	\$107,740
<b>Total Income</b>	<b>\$946,150</b>	<b>\$1,019,410</b>	<b>\$1,004,500</b>
<b>HOA Operational Expenses</b>			
Water/Sewer/Stormwater	\$240,000	\$230,000	\$245,000
Electric	\$12,550	\$13,220	\$14,300
Trash Removal	\$218,000	\$217,400	\$228,200
Snow Removal	\$12,000	\$3,800	\$12,000
Landscape/Contract Maint.	\$145,000	\$147,220	\$142,000
Sprinkler Repair	\$25,000	\$21,250	\$25,000
Trees Maint. and Replacement	\$25,000	\$24,800	\$35,000
Grounds/Maint. Supplies	\$10,000	\$8,200	\$9,000
Miscellaneous Expense	\$1,000	\$800	\$0
Vandalism Repairs	\$1,000	\$0	\$0
Social/Recreational	\$16,000	\$15,950	\$18,000
Capital Improvements	\$65,000	\$63,000	\$80,000
<b>HOA General/Administrative</b>			
Holiday Decorations	\$4,500	\$5,000	\$5,000
Legal-General	\$6,000	\$3,600	\$5,000
Legal Covenant Expenses	\$4,000	\$2,400	\$5,000
Legal Risk Share	\$5,000	\$5,000	\$5,000
Legal Collection Expenses	\$5,000	\$3,200	\$5,000
Audit/Income Taxes	\$4,200	\$3,800	\$4,000
Professional Fees	\$75,000	\$72,800	\$78,000
Insurance	\$13,600	\$12,950	\$14,000
General Administration	\$28,000	\$26,500	\$28,000
Subscriptions/Memberships	\$300	\$0	\$0
Bad Debt	\$5,000	\$4,850	\$5,000
<b>Reserves</b>			
Reserve Contribution	\$25,000	\$25,000	\$42,000
<b>Grand Total Expenses</b>	<b>\$946,150</b>	<b>\$910,740</b>	<b>\$1,004,500</b>
<b>Net Income (Loss)</b>	<b>\$0</b>	<b>\$108,670</b>	<b>\$0</b>

**The Farm at Arapahoe County Homeowners Association  
2014 Draft Operations, Maintenance  
and Reserves Budget Narrative**

**OPERATING REVENUES**

***Homeowner Assessments***

Budgetary estimate is based upon 1604 homes paying a monthly assessment rate of \$45.00. There is no projected increase in the assessment rate for 2014 from 2013.

***Fines/Legal/Late Fees Income***

Late fee and fine revenue estimates are based upon historical data from previous year's data. Legal income is based upon projected costs associated with either assessment collection and/or covenant enforcement which the Association would seek to be reimbursed for costs from the owner.

***Miscellaneous Income***

Miscellaneous income includes but may not be necessarily limited to; operating account interest, outside income from social activities and reimbursement costs associated with professional services billed back for the care of a lot and/or home in the community that is not being maintained, such as a foreclosure.

***Goodman Metropolitan District Bill Back***

In late 2012 the Association and the Goodman Metropolitan District, hereinafter referred to as the "District" agreed to transfer over certain maintenance responsibilities related to the Arapahoe Road corridor maintenance to the District. As part of that transfer and agreement both parties agree that the District would reimburse the Association for the irrigation water costs associated with the Arapahoe Road corridor.

***Carry-Over Funds***

Carry-over funds are income in excess of projected expenses, in this case from 2013 that the Board of Directors has authorized to carry forward in 2014 as revenue.

**HOA OPERATING EXPENSES**

***Water/Sewer/Stormwater***

Costs associated with the irrigation (watering) of all properties owned and maintained by the Association. The 2014 estimates are based upon a more normal seasonal moisture pattern for 2014 versus 2013, but does anticipate an increase in the cost of water by ECCV in 2014 of 6%.

***Electrical Usage***

Costs associated with the electrical usage of all properties owned and maintained by the Association. The 2014 estimates are based upon projected 2013 estimated actual, with an anticipated increase in the cost of electricity in 2014 of 8%.

***Trash Removal***

Budgeted figure includes all trash removal for all private residences in the Association. The latest contract renewal was executed in 2011, which guaranteed the rate through 2012. The 2014 estimated budget does anticipate an increase of 5% in the cost of services.

***Snow Pushing Contract***

Budget figures reflect current estimated costs for customary snow removal operations for all properties owned and maintained by the Association through the current landscape contractor. Estimates are based upon the lineal footage of sidewalks adjacent to all of the tracts owned by the District, with an estimate of fourteen (14) snow storms during the year.

***Landscape/ Contract Maintenance***

Budget figures reflect the current contract for day-to-day seasonal landscape maintenance and operations of the properties owned and maintained by the Association through the current landscape contractor.

***Sprinkler (Irrigation) Repairs***

Those costs associated with continuing day-to-day maintenance of the irrigation system during the Spring, Summer and Fall 2014, for the properties owned and maintained by the Association.

***Tree Maintenance and Replacement***

Budget figures reflect the estimated costs associated with preventative tree maintenance for all property owned and maintained by the Association along with projected costs for certain tree and/or shrub replacements that may be approved by the Board of Directors based upon recommendation by the Landscape Committee.

***Grounds/Maintenance & Supplies***

Those costs associated with continuing day-to-day maintenance for vandalism, lighting, signage repairs, electrical repairs, etc., that would not fall under the contractual agreement with the current landscape contractor and would not be considered a reserve expense for all of the tracts owned by the Association.

***Social/Recreational Activities***

Budget figures reflect the continued support of the Board of Directors of a social/recreational budget for the Association to continue to convey a sense of "community" to the neighborhood and its respective members. This budgetary line item requires the continued organization, participation and SUPPORT of volunteer homeowners.

## HOA OPERATING EXPENSES CONTINUED

### **Capital Improvements**

Budgeted funding for potential capital landscape projects that may be recommended by the Landscape Committee in 2014 for certain common properties owned and maintained by the Association. All proposed projects must be approved by the Board of Directors.

### **Holiday Decorations**

Budget figure reflects the estimated costs associated with purchasing as necessary and installing decorations on the main monuments in the community owned by the Association for the holiday season. All proposed holiday lighting must be approved by the Board of Directors.

### **Legal-General**

This budget category includes estimated costs associated with all general legal processes and opinions initiated by The Farm Board of Directors for the benefit of the Association members.

### **Legal-Covenant Expense**

This budget category includes estimated costs associated with all types of potential legal covenants enforcement activities initiated by The Farm Board of Directors for the benefit of the Association members.

### **Legal-Risk Share (Collection) Expense**

This budget category includes estimated costs associated with the new risk share program the Board of Directors entered into with the Associations Collection Attorney's in the Fall of 2012. The risk sharing fee structure gives the Association everything a collection agency and law firm combined could provide all under one service and allows the attorney to share the risk with the Association. The benefits of the program are much lower up front costs to the Association for delinquent accounts turned over to the Attorney. The program provides for the Attorney to receive an agreed upon percentage of all funds collected on accounts turned over. If funds are not collected the Attorney does not receive payment for the collection activity, outside of normal associated costs to be recouped.

### **Legal-Collection Expense**

This budget category includes estimated costs associated with all types of potential legal assessment and/or penalty collection activities initiated by The Farm Board of Directors for the benefit of the Association members, not associated with the legal risk share program.

### **Audit, Tax Preparation**

This budget category includes estimated costs associated with the preparation of the 2013 audit and tax return for the Association.

### **Professional Fees**

Estimated costs associated with outside professionals utilized by the Association for services such as but not necessarily limited to; management/accounting and assessment collection; engineering; drafting services; courtesy patrol and lot clean up on abandoned/foreclosed homes.

### **Insurance**

Budget estimate includes costs associated with maintaining the general liability, hazard and Director and Officer insurance policies for the Association. This figure does not include required and currently maintained insurance costs associated with those homeowners that are also a part of The Farm.

### **General Administration**

Budget estimate includes costs for paper, postage, faxes, assessment payment coupons, envelopes, banking service charges, electronic newsletters, subscriptions and memberships along with a variety of other office type supplies that may be utilized by the Association through its Board of Directors or appointed Committees.

### **Bad Debt**

This budget category is established for potential loss of income by the Association for members that for one reason or another are not paying their monthly assessments in 2014.

### **Reserves Contributions**

Reserve contributions are based upon the 2011 reserve study as prepared by Aspen Reserve Specialists for all properties owned and maintained by the Association. The Associations reserve contributions are based upon the estimated useful life and associated replacement costs for current capital assets of the Association and should not to be utilized for capital improvements and do reflect an increased contribution for 2014.



DRAFT

**RESOLUTION  
THE FARM AT ARAPAHOE COUNTY HOMEOWNERS ASSOCIATION, INC.**

**VEHICLE PARKING RESOLUTION 2**

WHEREAS, the Board of Directors ("*Board*") of The Farm at Arapahoe County Homeowners Association, Inc. ("*Association*") is authorized to adopt rules and regulations; such authority is found in the C.R.S. §§ 38-33.3-302(1)(a) and 38-33.3-322(1)(k); the Master Declaration of Covenants, Conditions and Restrictions ("*Declaration*"), recorded in the Arapahoe County Clerk and Recorder's Office on March 25, 1998, and the Bylaws for The Farm at Arapahoe County Homeowners Association, Inc.;

THEREFORE, BE IT RESOLVED that the Board of Directors for the Association will adopt and make a part of the Rules and Regulations for The Farm at Arapahoe County Homeowners Association, Inc. the following:

Article X, Section 10.20, Subsection (a) of The Farm at Arapahoe County Homeowners Association, Inc., Declaration states that, "*Other than lawful operation on public streets and rights of way or private driveways, no motorbike, motorcycle, snowmobile, golf cart, moped, three-wheeler or other motorized vehicle may be operated on the Property. No commercial vehicle, house trailer, camper, camping trailer, motor home, horse trailer, boat, hauling trailer of any nature, truck larger than 3/4 ton, self-contained recreational vehicle (commonly referred to as an "RV"), snowmobile, jet-ski, motocross motorcycle, three-wheeler or other recreational equipment or vehicle or associated accessory shall be parked on any portion of the Property for longer than 48 hours in any two-week period, other than in a covered, enclosed structure approved by the Design Review Board or for purposes of loading and cleaning (but not repair)*".

The Board of Directors desires to clarify the following for all commercial **and/or recreational** vehicles:

A. **Commercial/Recreational Vehicle Parking Prohibited.** Commercial/**Recreational** Vehicles may be parked on any portion of the Property, for no longer than a cumulative 48 hours in any given two week time period provided the owner provides the Association with written notice in advance of the date(s) when the Commercial/**Recreational** Vehicle will be on their Property. Commercial/**Recreational** Vehicles may not be parked on any public right-of-way unless otherwise parked as a temporary expedient for loading, cleaning, delivery service contractor or emergency (but not repair). If any such Commercial/**Recreational** Vehicle is observed to be parked on a Property and the owner has not provided written notice to the Association, it shall give rise to the presumption that such vehicle is parked in violation of these rules and regulations.

B. **Exclusions.** The above prohibition does not include any of the following types of vehicles:

1. Any Commercial/**Recreational** Vehicle that is parked in a covered, enclosed structure approved by the Design Review Board.
2. Emergency Vehicles which are motor vehicles that meet all of the following criteria:
  - a. The vehicle is required by an Owner's employer to be parked at the Owner's residence as a condition of the Owner's employment;
  - b. The vehicle has a gross weight of ten thousand pounds or less;
  - c. The vehicle is used by an Owner who is a member of a volunteer fire department or employed as an Emergency Service Provider (see definition below); and
  - d. The vehicle bears an official emblem or other visible designation of the Emergency Service Provider.

3. The term "Emergency Service Provider" as used above shall mean a primary provider of emergency fire fighting, law enforcement, ambulance, emergency medical or other emergency services. Providers of water, electricity, gas, phone and communication services are specifically excluded from the definition of Emergency Service Provider.

D. The provisions of this Resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the law of the State of Colorado governing the Community.

E. Deviations. The Board may deviate from the procedures set forth in this Resolution if in its sole discretion such deviation is reasonable and necessary under the circumstances.

F. Definitions. Unless otherwise defined in this Resolution, initially capitalized terms shall have the same meaning as set forth in the Declaration definitions.

Signed and delivered this \_\_\_\_ day of \_\_\_\_\_ 2013.

THE FARM AT ARAPAHOE COUNTY HOMEOWNERS ASSOCIATION, INC.  
BOARD OF DIRECTORS

By: \_\_\_\_\_  
Presiding Officer of the Board

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
SEPTEMBER 24, 2013**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at Fox Hollow Elementary School on September 24, 2013. Board members present were Kimberly Armitage, Karl Sheldon, Michael McNeil and Rory Lamberton. Also, in attendance were Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:00 p.m. and noted that there was a quorum.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST:**

Director Armitage noted that the general disclosure statements for those Board members present at the meeting have been updated and filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association corporate files.

**CONSENT AGENDA**

Upon review, a motion was made by Director Sheldon, seconded by Director McNeil and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for August 27, 2013.
- b. Unaudited Financial and delinquency reports through August 31, 2013

**OFFICER REPORTS**

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. Mr. Eames noted that an offer had been made to purchase the property on Zeno Court and outlined the proposed offer. Upon review, a motion was made by Director Armitage, seconded by Director Lamberton and without public comment, unanimously passed to approve moving forward with the offer presented and will include a time frame to get the outstanding covenant matters resolved.

**COMMITTEE REPORTS:**

Design Review Board (DRB): Homeowners at 17667 E. Euclid Avenue were in attendance to discuss a pending design review matter regarding an unapproved dog door, stairs and dog run enclosure that was installed on their lot. The owners noted that they would remove the 2<sup>nd</sup> fence installed in the rear yard enclosing their side yard within the next few days and will await the Boards decision on how to proceed with the dog door that was installed in the side of their home.

Landscape Committee: No official report.

Social Committee and SALAD Committee Charter: No official report

**MANAGEMENT REPORT:**

Mr. Eames reviewed the correspondence sent out and received for the month and provided an update to the Board regarding several items that have been resolved since the last meeting. Mr. Eames went on to update the Board on several matters related to various service contracts for the Association; preventative and/or active maintenance updates, along with a recap of the monthly action item list from the last Board of Directors meeting. Mr. Eames reviewed a proposal to add monument lighting at a cost not to exceed \$8,800.00 to all five sign monuments. Upon review, a motion was made by Director Armitage, seconded by Director Sheldon and without public comment, unanimously passed to approve the proposal to add monument lighting at a cost not to exceed \$8,800.00.

**OTHER REPORTS**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on including the review of the various play equipment in the parks to try and make them more child friendly for a broader range of ages.

Farm/Goodman Operations Consolidation: This agenda item was tabled until the next meeting as management is pending a legal opinion.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**September 24, 2013 – Page 2**

**NEW BUSINESS**

House Bill 1276 & Senate Bill 183 Updates: Mr. Eames reviewed the draft HB1276 Collection Policy update as provided by the Association's legal counsel with the Board of Directors. Upon review a motion was made by Director McNeil, seconded by Director Sheldon and without public comment unanimously passed to approve the policy as presented (Attachment A).

Mr. Eames reviewed the draft the SB 183 Water Conservation and Drought Mitigation Resolution. Upon review, a motion was made by Director Sheldon, seconded by Director McNeil and without public comment, unanimously passed to approve both resolutions. (Attachment B)

**HOMEOWNER MEMBER PUBLIC FORUM:**

There were two homeowners in attendance to discuss their design review matter with the Board.

**ADJOURNMENT:**

The meeting was adjourned at 7:23 p.m. The next tentative regularly scheduled meeting of the Board was set for November 19, 2013 at 7:00 p.m. at Fox Hollow Elementary School.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 19<sup>th</sup> day of November 2013.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By 

Secretary/Authorized Agent

**THE FARM AT ARAPAHOE COUNTY HOMEOWNERS ASSOCIATION, INC.  
ANNUAL MEMBERS MEETING MINUTES  
NOVEMBER 19, 2013**

**CALL TO ORDER**

The meeting was called to order at 6:01 p.m. by Kimberly Armitage, The Farm at Arapahoe County Homeowners Association President. Notice was given to all members in accordance with the Bylaws of the Association. Director Armitage noted that we did have a quorum to conduct the meeting. Mark L. Eames of PCMS was also present.

Director Armitage introduced the current Board Members:

Kimberly Armitage - President  
Karl Sheldon - Vice-President  
Marcia Sieber - 2<sup>nd</sup> Vice-President  
Michael McNeil - Secretary  
Rory Lamberton - Treasurer

Director Armitage introduced Mark Eames and Jessica Moser with PCMS, the managing agent for the Association

**APPROVAL OF THE 2012 ANNUAL MEETING MINUTES**

Director Armitage asked the homeowners in attendance to review the 2012 Annual Meeting Minutes, if they had not already done so. Motion was made and seconded to approve the minutes as written and presented. The minutes were unanimously approved as presented.

**OFFICER AND COMMITTEE REPORTS**

Director Armitage identified each Committee currently in place at The Farm as follows:

Design Review Board  
Landscape Committee

Director Armitage recognized the current volunteer members of all Committee's and provided a brief description of their purpose and how they function. She strongly encouraged homeowners to volunteer to serve on the Committee's as a way to strengthen their community.

Director Armitage updated the membership on various activities of the Association throughout the past year and current projects the Board and Committee's are working on.

**2013 FINANCIAL REPORT AND 2014 BUDGET PRESENTATION AND RATIFICATION**

Director Armitage reviewed the 2013 financial condition of the Association and then presented the 2014 Budget. Key points discussed were as follows:

- Based upon anticipated operational expenses for 2013, the Board of Directors were able to maintain the assessment at \$45.00 per month for the 2014 assessment year.

As provided for under the Declarations, Article 7 Section 7.03 and Bylaws Article 4, Section 4.2 for The Farm at Arapahoe County Homeowners Association, Inc., with eleven (11) owners who provided their absentee ballot that voted no on the proposed 2014 budget, the 2014 budget was ratified as presented. The assessment will remain at \$45.00 per month for the 2014 assessment year.

**ELECTION OF DIRECTORS**

Mark Eames announced that four homeowners had expressed an interest in serving on the Board of Directors: Kimberly Armitage, Rory Lamberton, Lee Kogul and Michael McNeil to fill the three open Board seats and the following individuals were elected to serve a two year term on the Board of Directors based on the ballots received: Kimberly Armitage, Rory Lamberton and Michael McNeil. There were two write in candidates who each had one vote: Steve Surber and Ralph Ferullo who had one vote.

**NEW BUSINESS**

Mr. Eames reviewed and took questions from the floor regarding various public interest items in the community, including several Metropolitan District items and common area landscape projects.

**HOMEOWNER ITEMS RELATED TO ASSOCIATION BUSINESS**

The floor was opened to general questions.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:43 p.m.

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
NOVEMBER 19, 2013**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at Fox Hollow Elementary School on November 19, 2013. Board members present were Kimberly Armitage, Karl Sheldon, Marcia Sieber, Michael McNeil and Rory Lamberton. Also, in attendance were Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:44 p.m. and noted that there was a quorum.

**DISCLOSURE OF POTENTIAL CONFLICT INTEREST:**

Director Armitage noted that the general disclosure statements for those Board members present at the meeting have been updated and filed on behalf of the members of the Board of Directors as required by Colorado State Statute and are maintained as part of the Association corporate files.

**WAIVER OF NOTICE FOR THE MEETING:**

A motion was made by Director McNeil, seconded by Director Lamberton and with no public comment unanimously passed that the full Board in attendance waived their right of notice for this meeting.

**OFFICER REPORTS**

**NOMINATION AND ELECTION OF OFFICERS:**

The following Directors were approved for nomination for the following positions as Officers of the Corporation for 2014:

Kimberly Armitage	President
Karl Sheldon	1 <sup>st</sup> Vice President
Marcia Sieber	2 <sup>nd</sup> Vice President
Rory Lamberton	Treasurer
Michael McNeil	Secretary

A motion was made by Director Lamberton, seconded by Director Seiber and with no public comment unanimously passed to close nominations and to elect the above-listed Board members for the 2014 Officers.

**BOOSTER PUMP DISCUSSION:**

Mr. Eames provided the Board with an update on the progress made by the Landscape Committee in evaluating the use of a booster pump for the irrigation system area known as "Loop 2" which is located at the main intersection of Buckley and Caley. After a final review and discussion a motion was made by Director Armitage, seconded by Director Sheldon and with no public comment unanimously passed to authorize the proposed costs for the system of \$47,000.00 to be expensed in 2013 but the final authorization and approval to purchase the system would be brought to the Board for final authorization at their January 2014 Board meeting.

**ADJOURNMENT:**

The meeting was adjourned at 7:00 p.m. The next tentative regularly scheduled meeting of the Board was set for January 28, 2014 at 6:00 p.m. at Fox Hollow Elementary School.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 28<sup>th</sup> day of January 2014.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By

*Michael J. McNeil*

Secretary/Authorized Agent