

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
JANUARY 17, 2017**

**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 17, 2017. Board members present were Kimberly Armitage, Rory Lamberton, Michael McNeil, Karl Sheldon and Michael Spanarella. Also, in attendance were several members of the public and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:02 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.

**NOMINATION AND ELECTION OF OFFICERS:**

The following Directors were approved for nomination for the following positions as Officers of the Corporation for 2017:

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

A motion was made by Director Lamberton, seconded by Director McNeil and with no public comment unanimously passed to close nominations and to elect the above-listed Board members for the 2017 Officers.

**CONSENT AGENDA:**

Upon review, a motion was made by Director Spanarella, 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 16, 2016
- b. Unaudited Financial and delinquency reports through December 31, 2016
- c. 2017 Legal Services – Non Retainer and Risk Share Fee Programs
- d. Electronic Consent Ratification: Termination of landscape contract with Cox Professional Landscape Services and approval to enter into agreement with Terracare Associates effective 10/1/16.

**OFFICER REPORTS:**

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel.

**REQUEST TO REMOVE PENALTIES:**

6303 S. Richfield Street: The Board of Directors reviewed the request that the owner submitted to have \$4,025 in penalties removed from their account regarding lack of landscape maintenance. Upon review, the Board declined to waive the penalties.

6582 S. Rifle Way: The Board of Directors reviewed the request that the owner submitted to have \$4,225 in penalties removed from their account regarding the exterior of their home not being painted. Upon review, the Board declined to waive the penalties.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
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**COMMITTEE REPORTS:**

2017 Committee Appointments: A motion was made by Director Lamberton, seconded by Director McNeil and without public comment, unanimously passed to appoint Ralph Ferullo as the chairperson of the DRB and Steve O'Leary, Jenn Shaddock and Ray Seggelke as members of the DRB and to appoint Steve O'Leary as the chairperson for the Landscape Committee and Karl Sheldon, Esperanza Ybarra, Jenn Shaddock and Bob Bock as members of the Landscape Committee.

Design Review Board (DRB): No official report.

Landscape Committee: No official report.

Social Committee: No official report.

SALAD Committee Charter: No official report.

**OTHER REPORTS:**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on.

Central Park Grant Contribution Request: The Board reviewed the information provided by the Goodman Metropolitan District regarding the 2017 Central Park Grant Contribution Request. Upon review, a motion was made by Director McNeil, seconded by Director Spanarella and without public comment, passed 2-0-2 to contribute \$8,000 for 2017.

**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.

**UNFINISHED BUSINESS:**

Metro District/HOA Consolidation: Mr. Bill Ray was in attendance representing WR Communications to discuss the proposed merger and provide his thoughts on direction and timing. After a lengthy discussion it was agreed that a general plan of action would be put together and available for the Board of Directors review at their April 2017 meeting. A motion was made by Director Armitage, seconded by Director Lamberton and without public comment, unanimously passed to retain WR Communication for the PR work related to the Association merger process with the Goodman Metropolitan District at a service cost (materials not included) not to exceed \$ 10,000.00.

**HOMEOWNER MEMBER PUBLIC FORUM:**

The homeowners in attendance did not have any items for discussion during the public forum portion of the meeting.

**ADJOURNMENT:**

The meeting was adjourned at 7:07 p.m. The next tentative regularly scheduled meeting of the Board was set for April 18, 2017 at Fox Hollow Elementary School.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 18<sup>th</sup> day of April 2017.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By Michael J. Munn  
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
APRIL 18, 2017**

**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 18, 2017. Board members present were Kimberly Armitage, Michael McNeil, Karl Sheldon and Michael Spanarella. Also, in attendance were several members of the public and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:05 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, and seconded by Director Spanarella and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for January 17, 2017
- b. Unaudited Financial and delinquency reports through March 31, 2017

**OFFICER REPORTS:**

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. All recommendations presented by legal counsel were reviewed in detail and confirmed by the Board of Directors.

**REQUEST TO REMOVE PENALTIES:**

17893 E. Maplewood Circle: The Board of Directors reviewed the request that the owner submitted to have \$8,785 in penalties removed from their account regarding the unapproved dog run they installed on their lot as it has now been approved and a settlement stipulation was signed via the Association's legal counsel. Upon review and with the settlement stipulation in place, a motion was made by Director Spanarella, seconded by Director McNeil and without public comment, unanimously passed to remove \$8,785.00 in penalties from the owners account.

**COMMITTEE REPORTS:**

Design Review Board (DRB): No official report.

Landscape Committee: Nate Adams with Terracare was in attendance to provide the Board and members an update on recent work activities in the community.

Social Committee: No official report.

SALAD Committee Charter: No official report.

**OTHER REPORTS:**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on. Director Armitage stated that the District is currently working on the grant, \$ 350,000.00, for the Central Park projects.

**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 also presented some additional information to the Board that came to the Association after the disbursement of their informational Board packet that included a letter from an owner on South Walden Way regarding concerns related to the Associations enforcement of owner's trash receptacles being placed out early.

**UNFINISHED BUSINESS:**

**Metro District/HOA Consolidation:** Mr. Bill Ray was in attendance representing WR Communications to present a public relations and outreach plan regarding the proposed Metro District/HOA Consolidation. After a lengthy discussion, the Board agreed to move forward with the proposed plan and campaign calendar and requested that Mr. Eames send a memo to the Goodman Metropolitan District President requesting consideration in setting up a meeting with the Association and District Board as soon as possible.

**HOMEOWNER MEMBER PUBLIC FORUM:**

The homeowners in attendance did not have any items for discussion during the public forum portion of the meeting.

**ADJOURNMENT:**

The meeting was adjourned at 7:07 p.m. The next tentative regularly scheduled meeting of the Board was set for July 18, 2017 at a location to be determined.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 18<sup>th</sup> day of July 2017.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By Michael J. Merrill  
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
JULY 18, 2017**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at the Terracare offices on July 18, 2017. Board members present were Kimberly Armitage, Michael McNeil, Karl Sheldon and Michael Spanarella. Also, in attendance were several members of the public, Jon Olgee and Nate Adams with Terracare and Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:03 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, and seconded by Director Spanarella and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for April 18, 2017
- b. Unaudited Financial and delinquency reports through June 30, 2017

**OFFICER REPORTS:**

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. One business matter presented was the consideration to establish a policy regarding flying drones in the community. At this time, the Board of Directors determined that they would like to add an article to the next newsletter regarding respecting your neighbors airspace and privacy and would not be taking additional action at this time. All recommendations presented by legal counsel were reviewed in detail and confirmed by the Board of Directors.

**COMMITTEE REPORTS:**

Design Review Board (DRB): The Board of Directors reviewed a request from an owner to be considered for appointment to the DRB. Upon review, a motion was made by Director McNeil, seconded by Director Sheldon and without public comment, unanimously passed to appoint Malcolm Anderson to the DRB.

Variance Request – 6154 S. Rifle Street: The owner at 6154 S. Rifle Street requested a variance to the DRB's decision to deny the unapproved shed that was installed on his lot. Based on the information presented and due to the height and visible location of the shed on the lot, the Board of Directors cannot approve a variance for this unapproved shed in its current condition/location and directed management to advise the owner that he is welcome to resubmit a request to the DRB to lower the height of the shed.

Variance Request – 18080 E. Orchard Place: The owners at 18080 E. Orchard Place requested a variance to the DRB's decision to deny the unapproved garage door that was installed on the home. Based on the information presented and due to the color of the garage versus the color of the home, the Board of Directors cannot approve a variance for the unapproved garage door with its current color and directed management to advise the owners that they are welcome to resubmit a request to the DRB to either paint the existing garage door to match the body color of the home or to repaint the exterior of their home with a different color scheme that would compliment the color of the garage door.

Landscape Committee: Jon Olgee with Terracare was in attendance to provide the Board and members an update on recent work activities in the community. Director Armitage noted that a resident in the community had requested an additional dog station on the path near their home on E. Weaver Drive. Management will request a proposal from Terracare to install a dog station in this area and will provide to the Board for their review and consideration.

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. The Board provided direction to management on several specific homeowner items and responses. The Board of Directors reviewed a request for an extension to paint the exterior of the home at 6557 S. Richfield Street. Upon review, a motion was made by Director McNeil, seconded by Director Spanarella and without public comment, unanimously passed to approve an extension to repaint the exterior of the home until May 31, 2018. Mr. Eames also presented the letter of notice that was sent to Republic Services regarding the continuing problems with the recycling service and other service concerns. The Board requested that management proceed with sending out an RFP for trash service for the Board's review.

Mr. Eames provided the Board with an update regarding the ongoing covenant issues with the home at 18232 E. Peakview Avenue. Mr. Eames noted that he attended three court hearings for this matter and the owners only showed up to one. The landscaping continues to be a concern and has for at least 6 years and complaints are filed by residents in the community on a regular basis. The owners are not paying their assessments, have numerous fines and legal fees on the account and are in default of the judgment that the Association obtained regarding their lot. Upon review, a motion was made by Director Sheldon, seconded by Director Spanarella and without public comment, unanimously passed to initiate foreclosure on this home.

### **UNFINISHED BUSINESS:**

Metro District/HOA Consolidation: Mr. Eames reviewed the information submitted by Mr. Bill Ray representing WR Communications for the public relations and outreach plan regarding the proposed Metro District/HOA Consolidation and the documents provided by Hindman Sanchez. Mr. Eames noted that a community picnic/event will be scheduled for Sunday August 20<sup>th</sup> in the afternoon to try and bring residents out to hear about this project, provide an opportunity to vote on the project and to enjoy a fun time with their neighbors in the community. After a lengthy discussion, a motion was made by Director Spanarella, seconded by Director Sheldon and without public comment, unanimously passed to accept the current timelines submitted by Bill Ray and that the final approval of the letter that will be sent to the membership will be provided by Director McNeil.

### **NEW BUSINESS:**

2018 Budget Preparation: Mr. Eames noted that management will be working on getting a draft 2018 proposed budget to the Board for their review and requested that if any of the Board members had anything that they would like to see in the budget, to please let him know as soon as possible.

Annual Meeting Preparation: Mr. Eames noted that once Fox Hollow has their rental schedule available, management would be requesting to utilize a room at the school for the Annual Meeting on Tuesday November 14, 2017 at 6:00 p.m.

### **HOMEOWNER MEMBER PUBLIC FORUM:**

The homeowners in attendance had the following items to discuss during the public forum portion of the meeting: concerns with several homes that have trees and/or shrubs encroaching onto the sidewalk or street; trash cans being placed on the curb instead of the street, blocking access and trash bags not being secured; and several additional items that fall under the Goodman Metropolitan District responsibility (on those items, the residents were advised to contact the District regarding their inquiries).

### **ADJOURNMENT:**

The meeting was adjourned at 7:38 p.m. The next tentative regularly scheduled meeting of the Board was set for October 17, 2017 at a location to be determined.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 17<sup>th</sup> day of October 2017.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By Michael J. McNeil  
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
OCTOBER 17, 2017**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at Fox Hollow Elementary School on October 17, 2017. Board members present were Kimberly Armitage, Michael McNeil and Michael Spanarella. Also, in attendance were several members of the public and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:03 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 Spanarella, and seconded by Director McNeil and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for July 18, 2017
- b. Unaudited Financial and delinquency reports through August 31, 2017
- c. Ratification of Approvals from Work Session held on September 6, 2017 to approve the 2018 budget and make it a part of the Budget Ratification notice to be sent out with the Annual Membership Meeting information to the members and authorize the President of the Board to execute the agreement with Pro-Disposal.

**OFFICER REPORTS:**

**LEGAL UPDATES:**

The Board reviewed the status update from the Association's legal counsel. All recommendations presented by legal counsel were reviewed in detail and confirmed by the Board of Directors.

**APPOINTMENT OF BOARD MEMBER:**

The Board of Directors noted that there is currently a vacant Board Member seat due to Karl Sheldon selling his home in the community with a term through November 2018. After discussion, it was unanimously agreed to table the appointment of the vacant Board position until after the Annual Membership Meeting.

**COMMITTEE REPORTS:**

Design Review Board (DRB): No official report.

Landscape Committee: Mr. Eames reported that the Committee conducted an on-site meeting with members of the Terracare Team to discuss how the landscape season overall went, look for improvements to the flower planting beds and what projects should be considered for next year, 2018.

SALAD Committee Charter: It was noted that one of the contact members that resides along Arapahoe Road has moved and that a new point of contact for the Committee will need to be confirmed.

**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. The Board provided direction to management on several specific homeowner items and responses. The Board reviewed a request from a homeowner to look at changing the trash guidelines to provide a more detailed time frame to have trash cans left out for pick up. After review, the Board agreed that each Board member should take a look at this section of the guidelines and provide feedback for review at the next regularly scheduled meeting.

The Board of Directors went on to review a variance request from an owner on S. Zeno Court (Filing 3) that does not want to replace one of the required trees in the front yard as they said they have replaced it twice previously and it has died. Upon review, it was the unanimous consent of the Board to deny the request and ask the Landscape Committee if they would be willing to assist the owner in the selection of a tree species that may be better suited for the location and also provide the owner with some planting and maintenance tips.

**UNFINISHED BUSINESS:**

**Metro District/HOA Consolidation:** Mr. Eames reported to the members present that the Board has unanimously agreed to not take any formal action at this time on presenting a proposal to the membership for the consolidation of the Metro District (Goodman) and the HOA, but will have a question and answer session on the agenda for the Annual Membership Meeting to discuss the pro's and cons of the concept and gain member feedback.

**Trash/Recycling Updates:** Mr. Eames reviewed the current status of the new carrier Pro-Disposal and the on-going concerns with Republic Services trash/recycling container pick-up process. Director Armitage noted that Republic Services recently sent out a letter to the members regarding the pick-up of containers, (Attachment A). Republic Services staged a great deal of this process at the Creekside Park without consent of the community. Some containers have been removed and some have not, which has added to the members frustration during this transition process. Mr. Eames noted that Pro-Disposal is projecting the later part of November, when the new containers will be delivered and ready for distribution to the community members and suggested that the Board may want to consider a rebate to the members for the actual costs associated in each owners assessment for not having use of the trash/recycling container for the months of October and November 2017, and to provide the owners with a use fee assessed to Republic Services for staging their container pick-up process with large trucks and dumpsters within a portion of the open space in the community without consent. Upon final discussion, a motion was made by Director Spanarella and seconded by Director McNeil and without public comment, unanimously passed to provide a \$10.00 credit per lot, effective November 1, 2017. With that, a letter will be sent out to the community explaining the current status of the transition and outlining the credit that each lot will be receiving as described above.

**NEW BUSINESS:**

**Annual Meeting Preparation:** Mr. Eames noted that the Annual Meeting has been scheduled for Tuesday November 14, 2017 at 6:00 p.m. at Fox Hollow Elementary School. There are three positions on the Board up for election this year.

**HOMEOWNER MEMBER PUBLIC FORUM:**

Homeowners in attendance had the following items to discuss during the public forum portion of the meeting: the new trash company and when the prior company Republic Services will be finished picking up their containers; trash cans being placed on the curb instead of the street, blocking access and trash bags not being secured; and several general matters that fall under the Goodman Metropolitan District, which for those matters, owners were advised to contact the District regarding their inquiries.

**ADJOURNMENT:**

The meeting was adjourned at 8:34 p.m. The next tentative regularly scheduled meeting of the Board was set for January 16, 2018 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 January 2018.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By Michael J. McNeil  
Secretary/Authorized Agent





5075 E. 74<sup>th</sup> Avenue, Commerce City, CO 80022  
customerfirst4535@republicservices.com

October 12, 2017

Dear The Farm at Arapahoe County Homeowners:

Republic Services would like to thank you for your business over the years and hope to earn your business again in the future. The last pickup by Republic Services was on September 26<sup>th</sup>, 2017. Should you have questions or concerns moving forward that pertain to your service please contact the management company or your new service provider.

We understand that change is never an easy process and want to thank you for keeping your carts out so that Republic Services can recover its property in a timely manner. This is not an easy undertaking and we thank you all for your understanding during this process.

This was not the outcome Republic Services wanted, but we appreciate the communities support in the change process. We have heard from many residents while removing the carts who are sorry to see Republic Services leave the community.

Again, should you have questions or concerns about the new service please contact PCMS and they can let you know when your new carts will be delivered.

We wish your community the best of luck and hope to earn your business back in the future.

Sincerely,  
Republic Services