

**MINUTES OF THE
HILLCREST AT THE FARM HOMEOWNER ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 2, 2017**

MEETING CALLED TO ORDER

The Board of Directors for the Hillcrest at The Farm Homeowners Association, Inc., met on February 2, 2017. Present were: Kari Smith, Mike Haywood, Julie Cann, and Brian Smith. Also present was Mark Eames, PCAM with PCMS. Kari Smith, President, called the meeting to order at 6:02 p.m. and asked Mr. Eames to run the remainder of the meeting.

DISCLOSURE STATEMENT FILINGS

Mr. Eames noted that all general disclosure statements have been 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's corporate files.

OFFICER REPORTS

Nomination and Election of Officers: The following Directors were nominated for the following positions as Officers of the Corporation for 2017:

Kari Smith	President
Julie Cann	Vice-President
Brian Smith	2 nd Vice-President
Sari McNeil	Secretary
Mike Haywood	Treasurer

Motion was made by Director Kari Smith and seconded by Director Cann and with no public comment, unanimously passed to approve the slate of Officers for 2017.

RECORD OF PROCEEDINGS

The next item of business was to review the August 24, 2016 record of proceedings. Motion was made by Director Kari Smith and seconded by Director Haywood and with no public comment, unanimously passed to accept the August 24, 2016 record of proceedings as presented.

FINANCIAL REVIEW

The unaudited financial and delinquency reports through December 31, 2016 were presented and reviewed by Mark Eames. Upon a final review, a motion was made and seconded and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through December 31, 2016.

LEGAL REPORTS

The Board of Directors reviewed the legal updates as provided by management in their quarterly informational packet.

The Board went on to review the 2017 Legal Services and Fee Summary provided by Hindman Sanchez. Upon review, a motion was made by Director Kari Smith, seconded by Director Haywood and without public comment, unanimously passed to execute the agreement for 2017 for the Non-Retainer and Risk Sharing program with Hindman Sanchez.

ELECTRONIC CONSENT RATIFICATIONS

2017 Proposed Budget and Insurance Coverage: The Board of Directors reviewed the electronic request to approve the proposed 2017 Budget and to approve moving forward with Mark Sodden with All Colorado Insurance to bind the Association's coverage at an annual cost of \$7,308. Upon review, a motion was made by Director Cann, seconded by Director Brian Smith and without public comment, unanimously passed to ratify both of the electronic consents/approvals.

Landscape Contract: The Board of Directors reviewed the electronic request to move forward with the proposal/contract submitted by Terracare Associates for the Association's landscape services. Upon review, a motion was made by Director Cann, seconded by Director Brian Smith and without public comment, unanimously passed to ratify the electronic consent/approval.

MANAGEMENT REPORT

Mark Eames reviewed the written management report as provided to the Board of Directors in their informational Board packet and was provided direction by the Board on those matters. Mr. Eames went on to review the Action Item List presented to the Board as of January 31, 2017. The Board had a lengthy discussion on several matters pertaining to the update including exploring the options for having outside memberships to the pool and changing the hours of operation for the community pool.

UNFINISHED BUSINESS

Management Transition Update: Mr. Eames updated the Board on the current status of the management transition with Hammersmith Management. One item presented to the Board was Hammersmith's request to be compensated for scanning the Association's records during their tenure with the community. Mr. Eames stated that he could not locate any provision in the management agreement that obligated the Association to pay for this service. After a brief discussion, the Board agreed to hold on paying that portion of Hammersmith's final payment until such time as they can present documentation that the Association was obligated to reimburse them for this service.

NEW BUSINESS

Pool Repairs/Requests: The Board of Directors reviewed proposals submitted by Arapahoe County Security Center for the following items: install motion sensor lighting and security cameras at the pool area and to replace the missing door closer on the pool exit gate. Upon review, a motion was made by Director Kari Smith, seconded by Director Cann and without public comment, unanimously passed to approve the installation of the motion sensor lights and replace the missing door closer as submitted.

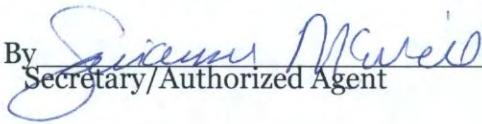
Homeowner Public Forum: There were no formal public comments to come before the Board.

ADJOURNMENT

Director Kari Smith adjourned the meeting at 7:24 p.m. The next regularly scheduled meeting of the Board was set for May 4, 2017 at 6:00 p.m.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 4th day of May, 2017.

HILLCREST AT THE FARM BOARD OF DIRECTORS

By 
Secretary/Authorized Agent

**MINUTES OF THE
HILLCREST AT THE FARM HOMEOWNER ASSOCIATION
BOARD OF DIRECTORS MEETING
MAY 15, 2017**

MEETING CALLED TO ORDER

The Board of Directors for the Hillcrest at The Farm Homeowners Association, Inc., met on May 15, 2017. Present were: Kari Smith, Mike Haywood, Julie Cann, Sari McNeil and Brian Smith. Also present was Mark Eames, PCAM with PCMS. Kari Smith, President, called the meeting to order at 6:02 p.m. and asked Mr. Eames to run the remainder of the meeting.

DISCLOSURE STATEMENT FILINGS

Mr. Eames noted that all general disclosure statements have been 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's corporate files.

OFFICER REPORTS

RECORD OF PROCEEDINGS

The next item of business was to review the February 2, 2017 record of proceedings. Motion was made by Director McNeil and seconded by Director Haywood and with no public comment, unanimously passed to accept the February 2, 2017 record of proceedings as presented.

FINANCIAL REVIEW

The unaudited financial and delinquency reports through April 30, 2017 were presented and reviewed by Mark Eames. Upon a final review, a motion was made by Director Kari Smith, seconded by Director Brian Smith and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through April 30, 2017

LEGAL REPORTS

The Board of Directors reviewed the legal updates as provided by management in their quarterly informational packet.

MANAGEMENT REPORT

Mark Eames reviewed the written management report as provided to the Board of Directors in their informational Board packet and was provided direction by the Board on those matters.

UNFINISHED BUSINESS

Action Item List: Mr. Eames went on to review the Action Item List presented to the Board as of April 28, 2017. The Board had a lengthy discussion on several matters pertaining to the update including: the dumpster for the pool season that will be delivered on May 16th; proposals for the grading of the common tracts west of the clubhouse and on Telluride Street; landscape improvements on both the Telluride Street and Richfield Street tracts; overseeding of dead turf areas on all common tracts of the Association; 2017 pool operation hours; and crack fill for the asphalt parking areas at the clubhouse parking lot.

Revised Pool Rules: Mr. Eames reviewed the revised pool rules that were sent to the Board of Directors electronically on April 5th. Upon review, a motion was made by Director Cann, seconded by Director Kari Smith and with no public comment, unanimously passed to approve the revised pool rules as presented, which included the change in operational pool hours for 2017 and requested that management mail a copy to each owner in the community prior to the pool opening.

NEW BUSINESS

Pool Opening May 27th - Social Event: The Board agreed not to have a pool opening event this year, but focus on a July 4th event, to be held Saturday, July 1st between the hours of 11:00 a.m. and 2:00 p.m.

Common Tract Warranty Tree Update: Mr. Eames reported that Cox Professional Landscape Services has confirmed they will be out the week of June 5th to replace the two dead warranty trees at the Telluride Street common tract.

Homeowner Public Forum: There were several members of the public in attendance that had questions/inquiries that were addressed by the Board.


ADJOURNMENT

Director Kari Smith adjourned the meeting at 7:24 p.m. The next regularly scheduled meeting of the Board was set for August 3, 2017 at 6:00 p.m.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 3rd day of August, 2017.

HILLCREST AT THE FARM BOARD OF DIRECTORS

By


Secretary/Authorized Agent

**MINUTES OF THE
HILLCREST AT THE FARM HOMEOWNER ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 3, 2017**

MEETING CALLED TO ORDER

The Board of Directors for the Hillcrest at The Farm Homeowners Association, Inc., met on August 3, 2017. Present were: Julie Cann, Sari McNeil and Brian Smith. Also present were Adam Beier with Arapahoe County Security Center, Jon Olgee with Terracare and Mark Eames, PCAM with PCMS. Julie Cann, Vice-President, called the meeting to order at 6:02 p.m. and asked Mr. Eames to run the remainder of the meeting.

DISCLOSURE STATEMENT FILINGS

Mr. Eames noted that all general disclosure statements have been 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's corporate files.

OFFICER REPORTS

RECORD OF PROCEEDINGS

The first item of business was to review the May 15, 2017 record of proceedings. Motion was made by Director Cann and seconded by Director McNeil and with no public comment, unanimously passed to accept the May 15, 2017 record of proceedings as presented.

FINANCIAL REVIEW

The unaudited financial and delinquency reports through June 30, 2017 were presented and reviewed by Mark Eames. Upon a final review, a motion was made by Director Smith, seconded by Director McNeil and with no public comment, unanimously passed to accept and file for audit the financial and delinquency reports for the months ending through June 30, 2017

LEGAL REPORTS

The Board of Directors reviewed the legal updates as provided by management in their quarterly informational packet.

MANAGEMENT REPORT

Mark Eames reviewed the written management report as provided to the Board of Directors in their informational Board packet and was provided direction by the Board on those matters. Adam Beier with Arapahoe County Security Center provided updates to the Board regarding the clubhouse access doors concerns/problems recently, along with some options for future consideration. Jon Olgee with Terracare provided the Board with general updates regarding landscape maintenance, along with discussing the proposal provided to the Board for a volleyball court, west of the pool facility.

UNFINISHED BUSINESS

Action Item List: Mr. Eames went on to review the Action Item List presented to the Board as of July 27, 2017. The Board had a lengthy discussion on several matters pertaining to the update including:

option to add a diving board or slide to the pool area; options to add a volleyball court on the west side of the pool area; clubhouse interior painting and the proposal for the drain and new monument sign on the common tract off of Richfield Street. After review, a motion was made by Director Cann, seconded by Director McNeil and with no public comment, unanimously passed to approve the installation of a monument sign on the common tract off of Richfield Street at a price not to exceed \$15,300.00 and the new drain to help with the excess water accumulation on that same tract adjacent to 6506 S. Richfield Street for a cost not to exceed \$3,500.00.

2018 Pool RFP Discussion: Mr. Eames reported that PCMS will be re-issuing the RFP that was previously approved by the Board due to the recent note from Had Bradbury with Perfect Pools that his firm would not be submitting a proposal for the 2018 pool services.

NEW BUSINESS

2015-2016 Audit Draft and Proposal for 2017-2018 Audit and Tax Returns : The Board of Directors reviewed the 2015-2016 audit draft and tax returns submitted by Weidner & Associates. Upon a final review, a motion was made by Director Cann, seconded by Director Smith and with no public comment, unanimously passed to approve the 2015-2016 audit draft and tax returns as presented and retain Weidner and Associates for the 2017-2018 audit and tax returns.

2018 Proposed Budget: Mr. Eames reviewed the proposed 2018 budget draft with the Board of Directors. After a lengthy discussion regarding additional expenses that may need to be considered for next year, the Board asked that management seek to change the date for the Annual Members/Budget ratification Meeting to provide the Board some additional time to set up a work session to discuss the proposed 2018 Budget.

Annual Meeting Preparation: Mr. Eames noted that the Annual Meeting was scheduled for October 5, 2017 at 6:00 p.m. at Fox Hollow Elementary School, but based upon the Boards discussion, that date may change to either November 1st or 2nd. There are three positions up this year (Kari Smith, Mike Haywood and Sari McNeil).

Homeowner Public Forum: There were several members of the public in attendance that had questions/inquiries for the Board. Those inquiries included, the pool facility hour change this year, getting additional umbrellas for the pool and general landscape maintenance inquiries, including lawn mites.

ADJOURNMENT

Director Cann adjourned the meeting. The next regularly scheduled meeting of the Board was set for February 1, 2018 at 6:00 p.m.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 1st day of February, 2018.

HILLCREST AT THE FARM BOARD OF DIRECTORS

By  Secretary/Authorized Agent

**MINUTES OF THE
HILLCREST AT THE FARM HOMEOWNER ASSOCIATION
BOARD OF DIRECTORS MEETING
DECEMBER 15, 2017**

MEETING CALLED TO ORDER

The Board of Directors for the Hillcrest at The Farm Homeowners Association, Inc., met on December 15, 2017. Present were: Kari Smith, Julie Cann, Sari McNeil and Brian Smith. Also present was Mark Eames, PCAM with PCMS. Kari Smith, President, called the meeting to order at 10:32 a.m. and asked Mr. Eames to run the remainder of the meeting.

WAIVER OF NOTICE FOR THE MEETING:

Mr. Eames noted that since each Board member was not provided with a minimum 72 hours written notice of this meeting, the Board would need to unanimously consent to conduct the meeting. Motion was made by Director Cann, seconded by Director McNeil and with no public comment, unanimously passed that each Board member is waiving his/her right of notice to conduct this special meeting.

DISCLOSURE STATEMENT FILINGS

Mr. Eames noted that all general disclosure statements have been 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's corporate files.

MANAGEMENT REPORT

Short & Long Term Goals - Reserve Expenditures Projections: Mr. Eames went on to review the draft Short & Long Term Goals - Reserve Expenditures Projections with the Board Members. The Board reviewed several proposals for various projects that have been discussed in the past several months.

Upon review, a motion was made by Director Smith, seconded by Director Cann and without public comment, unanimously passed to move forward with the following projects:

- replacement of large pool pump at a cost not to exceed \$3,898 with Front Range Recreation;
- replacement of the large pool chlorinator and digital thermostat at a cost not to exceed \$875 with Front Range Recreation;
- replacement of baby pool heater at a cost not to exceed \$3,876 with Front Range Recreation;
- large pool replastering project at a cost not to exceed \$34,800 with Front Range Recreation;
- wrought iron fence repainting at a cost not to exceed \$2,650 with Prep Rite Coatings;
- exterior clubhouse and trellis repainting project at a cost not to exceed \$2,950 with Prep Rite Coatings;
- install card access reader on the side pool gate at a cost not to exceed \$11,800.00 with Arapahoe County Security Center;
- parking lot resurface patch and crack seal project at a cost not to exceed \$5,300.00 with Rose Paving; and
- solar lighting replacement for the two monument signs at a cost not to exceed \$1,800 with Full Spectrum Lighting.

NEW BUSINESS

Survey Monkey The Board discussed gaining input from the members on several capital project suggestions that were discussed at the Annual Membership Meeting. After a final review, it was agreed that Director Smith and Mark Eames with PCMS would work together to get a Survey Monkey out to the members in early January.

Homeowner Public Forum: There were not any homeowners in attendance for the public forum portion of the meeting.

ADJOURNMENT

Director Smith adjourned the meeting. The next regularly scheduled meeting of the Board was set for February 1, 2018 at 6:00 p.m.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 1st day of February, 2018.

HILLCREST AT THE FARM BOARD OF DIRECTORS

By *Jessamine McNeil*
Secretary/Authorized Agent