

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
JANUARY 15, 2019**

**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, 2019. Board members present were Kimberly Armitage, Rory Lamberton, Michael McNeil, Michael Spanarella and Brad Hughes. Also, in attendance were four members of the public 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.

**CONSENT AGENDA:**

Upon review, a motion was made by Director Hughes, 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 17, 2018 and August 7, 2018
- b. Unaudited Financial and delinquency reports through November 30, 2018
- c. 2019 Legal Services – Non-Retainer and Risk Share Fee Programs
- d. Electronic Consent Ratification – Landscape RFP

**OFFICER REPORTS:**

**NOMINATION AND ELECTION OF OFFICERS:**

The following Directors were approved for nomination for the following positions as Officers of the Corporation for 2019:

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

A motion was made by Director Lamberton, seconded by Director Hughes and with no public comment unanimously passed to close nominations and to elect the above-listed Board members for the 2019 Officers.

**LEGAL UPDATES:**

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

**COMMITTEE REPORTS:**

**Committee Member Resignation:** Jenn Shaddock submitted her resignation to both the DRB and Landscape Committee. The Board of Directors accepted the resignation and thanked Mrs. Shaddock for her time and efforts spent on both committees.

**2019 Committee Appointments:** A motion was made by Director Hughes, seconded by Director Lamberton and without public comment, unanimously passed to appoint Ralph Ferullo as the chairperson of the DRB and Steve O'Leary, Malcolm Anderson, Ray Seggelke and Irina Murphy as members of the DRB and to appoint Steve O'Leary as the chairperson for the Landscape Committee and Brad Hughes, Esperanza Ybarra and Bob Bock as members of the Landscape Committee.

**Design Review Board (DRB):** No official report.

**Landscape Committee:** No official report.

**SALAD Committee Charter:** No official report.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**January 15, 2019 – Page 2**

**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.

Owner Dispute Regarding Lot Compliance: The owner at 18226 E. Lake Avenue continues to dispute his responsibility for his rental property and was in attendance at the meeting to discuss his concerns with the enforcement process. After a lengthy conversation, it was determined that this matter will likely need to go to mediation to try and get this situation resolved.

Homeowner Request: A resident in the community has requested that the Board of Directors and Homeowners Association work with Avata Networks to bring their service into The Farm. At this time, the Board of Directors do not feel that the Association should take an active role in soliciting this request to the membership.

**UNFINISHED BUSINESS:**

S. Richfield Street-Commercial Business: As a follow up to the hearing that was held on August 7, 2018 with the owners at 6566 S. Richfield Street regarding a commercial business allegedly being run out of their home, based on conversations that the Association's legal counsel had with the owners counsel, the owners are not willing to make any changes to how they are conducting the business activities at their home. It was determined that a conference call will be set up with the Association's legal counsel, Director Hughes and Mark Eames to try and come to a resolution.

Terracare Update: Mr. Eames provided an update to the Board of Directors regarding the unresolved contractual obligations that Terracare is still in the process of completing in the community which includes the fall clean up requirements. Upon review, a motion was made by Director Armitage, seconded by Director Lamberton and without public comment unanimously passed to provide one final extension to Terracare to have the unresolved matters completed by January 31, 2019.

**NEW BUSINESS**

Irrigation Analysis Proposal. The Board of Directors reviewed the proposal submitted by Irrigation Analysis. The Goodman Metropolitan District Board of Directors have approved the proposal submitted for the areas that are maintained by the District. Upon review, a motion was made by Director Lamberton, seconded by Director Hughes and unanimously passed to approve the proposal as submitted.

**HOMEOWNER MEMBER PUBLIC FORUM:**

The homeowners in attendance did not have any public forum matters to discuss.

**ADJOURNMENT:**

The meeting was adjourned at 7:56 p.m. The next tentative regularly scheduled meeting of the Board was set for April 16, 2019 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 2019.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By Michael L. Murrell  
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
MAY 14, 2019**

**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 14, 2019. Board members present were Kimberly Armitage, Rory Lamberton, Michael McNeil, Michael Spanarella and Brad Hughes. Also, in attendance were four members of the public 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.

**CONSENT AGENDA:**

Upon review, a motion was made by Director Hughes, 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 15, 2019
- b. Unaudited Financial and delinquency reports through March 31, 2019

**OFFICER REPORTS:**

**LEGAL UPDATES:**

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

**COMMITTEE REPORTS:**

Design Review Board (DRB): No official report.

Landscape Committee: No official report.

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 reviewed the draft resolution that legal counsel prepared regarding defining the undefined terms in the Parking Restrictions, Section 10.20 of the Declaration. After a lengthy discussion, it was determined that management and Director Hughes will set up a conference call with legal counsel to discuss this matter and direction further.

Request to Remove Penalties: Owner at 17714 Oakwood Place submitted a request to have \$325 in fines removed from his account regarding the exterior of the home not being painted as the work has now been completed. Upon review, a motion was made by Director McNeil, seconded by Director Spanarella and unanimously passed to remove half of the penalties on the account once the owner has brought their homeowner assessments current.

Request to Maintain AirBnb: The Board of Directors reviewed a request for a variance to allow for AirBnb rentals at his home. Upon review, it was noted that the Board does not have authority able to grant a variance as the recorded governing documents do not allow for a lease that is under six months.

Homeowner Suggestions: Please see requests and/or suggestions submitted to the Board of Directors below that were discussed at the meeting:

- Resident submitted complaint about snow removal on the streets in the community which is handled through Arapahoe County.
- Request was made by a resident and staff at Fox Hollow Elementary School to add additional street lights throughout the community. Management explained to the Board and members present the high costs involved with having a street light installed and thereafter the monthly utility fee to maintain. At this time, the Board of Directors did not take action regarding this request/suggestion.
- Request was made by a resident to add dog stations to all mailbox areas in the community due to the amount of dog waste in the community. After discussion, the Board of Directors did not take action regarding this request/suggestion. It was suggested that information be provided to residents to educate them on dog waste via the community newsletter.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**May 14, 2019 – Page 2**

**UNFINISHED BUSINESS:**

Terracare Update: Mr. Eames provided an update to the Board of Directors regarding Terracare.

**NEW BUSINESS**

Arapahoe County Regulation Change. The Board of Directors reviewed the regulation changes that Arapahoe County approved regarding chickens and bee keeping. The Association does not need to take any action regarding these changes.

**HOMEOWNER MEMBER PUBLIC FORUM:**

The homeowners in attendance did not have any public forum matters to discuss.

**ADJOURNMENT:**

The meeting was adjourned at 7:28 p.m. The next tentative regularly scheduled meeting of the Board was set for July 16, 2019 at a location to be determined.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 16<sup>th</sup> day of July 2019.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By Michael J. Murrell  
Secretary/Authorized Agent

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
JUNE 18, 2019**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at the PCMS Office on June 18, 2019. Board members present were Kimberly Armitage, Michael McNeil, Michael Spanarella and Brad Hughes. Also, in attendance were Jessica Morrissey and Don Anoff with Brightview; and Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:10 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 Hughes, seconded by Director Spanarella and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for May 14, 2019
- b. Unaudited Financial and delinquency reports through May 31, 2019

**OFFICER REPORTS:**

**LEGAL UPDATES:**

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

**COMMITTEE REPORTS:**

Design Review Board (DRB): No official report.

Landscape Committee: No official report. The Board of Directors requested that management ask the Landscape Committee to revisit the idea of removing some of the turf areas in the community and report back to the Board for future budgeting considerations.

SALAD Committee Charter: No official report.

**MANAGEMENT REPORT:**

Brightview Update: Jessica Morrissey and Don Anoff with Brightview were in attendance at the meeting to provide the Board with updates regarding the irrigation system and general operations. It was noted that they have been working with ECCV to try and obtain a watering variance for the flower bed areas in the community which are not receiving water based on the low pressure and new specified watering times allotted. Mr. Eames indicated that he will get a meeting set up with a representative at ECCV to try and come up with a reasonable solution to this on-going concern.

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.

Homeowner Suggestions: Please see requests and/or suggestions submitted to the Board of Directors below that were discussed at the meeting:

- Resident submitted complaint about residents who are mowing their lawn at 7:00 a.m. or earlier and asked if the Association had "quiet time hours" specified. Upon review, it does not appear that Arapahoe County has a quiet time outlined in their ordinances and that most counties that do have a time frame start at 7:00 a.m. which is the same time the owner indicated a concern about. At this time no additional action will be taken.
- Resident submitted concern about how some of the common area plants are being trimmed.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**June 18, 2019 – Page 2**

**UNFINISHED BUSINESS:**

Terracare Update: Mr. Eames provided an update to the Board of Directors regarding Terracare.

**NEW BUSINESS**

2020 Proposed Budget Draft Discussion. Mr. Eames noted that the first draft of the proposed 2020 budget will commence shortly and requested that the Board provide any thoughts on items to address for the preliminary budget by mid-July.

Pro-Disposal Merge: Mr. Eames advised the Board of notification that Pro-Disposal provided stating that they have merged with Waste Connections. The Board wanted to make sure that there would not be any change in service due to this change. The Association has been assured that there will not be any visible changes with this change.

**HOMEOWNER MEMBER PUBLIC FORUM:**


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

**ADJOURNMENT:**

The meeting was adjourned at 7:30 p.m. The next tentative regularly scheduled meeting of the Board was set for January 21, 2020 at a location to be determined.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 21<sup>st</sup> day of January 21, 2020.

THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS

By   
Secretary/Authorized Agent

**THE FARM AT ARAPAHOE COUNTY HOMEOWNERS ASSOCIATION, INC.  
ANNUAL MEMBERS & BUDGET RATIFICATION MEETINGS MINUTES  
OCTOBER 22, 2019**

**CALL TO ORDER**

The meeting was called to order at 6:03 p.m. by Michael Spanarella, The Farm at Arapahoe County Homeowners Association 1<sup>st</sup> Vice-President. Notice was given to all members in accordance with the Bylaws of the Association. Director Spanarella noted that we did have a quorum to conduct the meeting.

Director Spanarella introduced the current Board Members:

Kimberly Armitage - President  
Michael Spanarella- Vice-President  
Brad Hughes - 2<sup>nd</sup> Vice-President  
Michael McNeil - Secretary  
Rory Lamberton - Treasurer

Director Spanarella introduced Mark Eames with PCMS, the managing agent for the Association and requested that he run the remainder of the meeting.

**APPROVAL OF THE 2018 ANNUAL MEETING MINUTES**

Mr. Eames asked the homeowners in attendance to review the October 2018 Annual Meeting & Budget Ratification Meetings 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**

Mark Eames identified each Committee currently in place at The Farm as follows:

Design Review Board  
Landscape Committee  
SALAD Committee

**2019 FINANCIAL REPORT AND 2020 BUDGET PRESENTATION AND RATIFICATION**

Mark Eames reviewed the 2019 financial condition of the Association and then presented the 2020 Budget. Key points discussed were as follows:

- Based upon anticipated operational expenses for 2019, the Board of Directors were able to maintain the assessment at \$45.00 per month for the 2020 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 thirteen (13) owners who provided their absentee ballot that voted no on the proposed 2020 budget, the 2020 budget was ratified as presented. The assessment will remain at \$45.00 per month for the 2020 assessment year.

**ELECTION OF DIRECTORS**

Mark Eames announced that three homeowners had expressed an interest in serving on the Board of Directors: Kimberly Armitage, David Bukovinsky, Rory Lamberton and write in nominees Talitha Gawkoski, Laura Hayes, Ralph Ferullo and Tracy Rinehart 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, David Bukovinsky and Rory Lamberton. A big thank you went out to outgoing Board Member Michael McNeil for all of his time and efforts spent on the Board of Directors.

**HOMEOWNER ITEMS RELATED TO ASSOCIATION BUSINESS**

The floor was opened to general questions.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:52 p.m.