

**RECORD OF PROCEEDINGS OF THE  
THE FARM AT ARAPAHOE COUNTY BOARD OF DIRECTORS MEETING  
JANUARY 21, 2020**

**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 21, 2020. Board members present were Kimberly Armitage, Michael Spanarella, Brad Hughes and David Bukovinsky. Also, in attendance were three 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, seconded and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for June 18, 2019
- b. Unaudited Financial and delinquency reports through December 31, 2019
- c. 2020 Legal Services – Non-Retainer and Risk Share Fee Programs
- d. Electronic Consent Ratification -Budget

**OFFICER REPORTS:**

**NOMINATION AND ELECTION OF OFFICERS:**

The following Directors were approved for nomination for the following positions as Officers of the Corporation for 2020:

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

A motion was made, seconded and with no public comment unanimously passed to close nominations and to elect the above-listed Board members for the 2020 Officers.

**LEGAL UPDATES:**

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

**COMMITTEE REPORTS:**

**Committee Member Resignation:** Malcolm Anderson submitted his resignation to the DRB. The Board of Directors accepted the resignation and thanked Mr. Anderson for his time and efforts spent on the Committee.

**2020 Committee Appointments:** A motion was made, seconded and without public comment, unanimously passed to appoint Ralph Ferullo as the chairperson of the DRB and Steve O'Leary, 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 and Bob Bock as members of the Landscape Committee.

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

**Landscape Committee:** Mr. Eames provided an update regarding a meeting the Landscape Committee had with Bob Howey with Irrigation Analysis and the proposals that have been submitted.

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

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**January 21, 2020 – Page 2**

**OTHER REPORT(S):**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on and the renovations taking place at Central Park.

**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 noted that he had the monument sign at Buckley and Peakview finished with a new surface product and ask the Board to take a look for review and consideration of application for additional monuments in the community.

**UNFINISHED BUSINESS:**

Irrigation Analysis Proposal - The Board of Directors reviewed the proposal submitted by Irrigation Analysis along with an outline of cash available to potentially complete the project if or once approved by the Board of Directors. Upon review, the Board agreed to continue discussion on this proposal at a meeting in early March pending further information from ECCV on what, if any, incentives may be provided to the Association for a total retro-fit program.

**NEW BUSINESS**

**HOMEOWNER MEMBER PUBLIC FORUM:**

The homeowners in attendance had a few comments/questions during the public forum portion of the meeting regarding suggestion for homeowner participation in composting by a firm by the name of "Wompost" and residents parking multiple vehicles on the street which is possibly creating safety hazards.

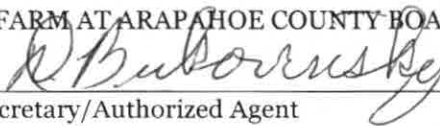
**ADJOURNMENT:**

The meeting was adjourned at 7:26 p.m. The next tentative regularly scheduled meeting of the Board was set for April 21, 2020 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 April 2020.

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 2, 2020**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met at the PCMS Office on March 2, 2020. Board members present were Kimberly Armitage, Brad Hughes and David Bukovinsky. Also, in attendance were Cathlyn DePaiva with Waste Connections, Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 5:53 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. Director Armitage also disclosed her conflict with BrightView, as BrightView had sponsored an event with her employer the YMCA.

**CONSENT AGENDA:**

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

- a. Record of Proceedings for January 21, 2020
- b. Unaudited Financial and delinquency reports through January 31, 2020

**OFFICER REPORTS:**

**LEGAL UPDATES:**

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

**SPECIAL GUEST:**

Cathlyn DePaiva with Waste Connections was in attendance to discuss various service concerns that have come up in the past couple of months. Mrs. DePaiva indicated that she will provide information for residents to get signed up on their "Call Fire" system to receive trash service updates and reminders and that there is a Waste Connections App that residents can download to receive updates as well. Once that is received, it will be sent out via the Community E-news.

**COMMITTEE REPORTS:**

Design Review Board (DRB): No official report.

Landscape Committee: No official report.

SALAD Committee Charter: No official report.

**OTHER REPORT(S):**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on and noted that the Central Park Phase 2 renovations are scheduled to commence in April.

**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 asked the Board if they had a chance to stop by the monument sign at Buckley and Peakview that finished with a new surface product. Upon review, a motion was made, seconded and without public comment, unanimously passed to move forward in having the remaining monuments in the community that appear in poor condition to be resurfaced.

**UNFINISHED BUSINESS:**

Irrigation Analysis Proposal: The Board of Directors reviewed the updated information submitted by Irrigation Analysis. Mr. Eames updated the Board of the meeting that was held with representatives from ECCV. Information and requests made to ECCV for assistance with the potential re-tro fit project were provided to the Board in their monthly meeting packet. Upon review, a motion was made, seconded and without public comment, unanimously passed to have Irrigation Analysis move forward in preparing the RFP for the retro-fit program and authorized the President, to execute the contract for such service.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**March 2, 2020 – Page 2**

**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 April 21, 2020 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 April 2020.

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  
MAY 20, 2020**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met via Zoom teleconferencing on May 20, 2020. Board members present were Kimberly Armitage, Brad Hughes, Michael Spanarella, Rory Lamberton and David Bukovinsky. Also, in attendance were Don Arnoff, Garrett Wright and Jeff Kyzer with Brightview Landscape Services; Bob Howey and Doug Smith with Irrigation Analysis; and Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:13 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. Director Armitage also disclosed her conflict with BrightView, as BrightView had sponsored an event with her employer the YMCA.

**CONSENT AGENDA:**

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

- a. Record of Proceedings for March 2, 2020
- b. Unaudited Financial and delinquency reports through March 31, 2020

**OFFICER REPORTS:**

**LEGAL UPDATES:**

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

**COMMITTEE REPORTS:**

Proposed Revision to Community-wide Standards Document: The Board of Directors reviewed the proposed wording change to the Community-wide Standards document regarding Ash trees. The new wording discourages owners from planting Ash Trees due to the potential Ash Borer risk. A motion was made, seconded and without public comment, unanimously passed to approve the revision. This information will be sent out via Enews and updated on the community website.

Design Review Board (DRB): No official report.

Landscape Committee: No official report.

SALAD Committee Charter: No official report.

**OTHER REPORT(S):**

Goodman Metropolitan District Update: Director Armitage updated the Board on several items the Metropolitan District is currently working on and noted that the Central Park Phase 2 has commenced and should be completed in mid July.

**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.

Brightview Landscape Services Updates: Don Anoff, Garrett Wright and Jeff Kyzer were in attendance for the meeting to provide the Board of Directors with an update regarding the spring start up and the additional variances that have been submitted to ECCV. It was noted that the tree replacements will be completed this week.

Request for In-Home Business: The Board of Directors reviewed a request from an owner on Salida Court to continue her massage therapy business out of the home. One resident had filed a complaint noting the advertisement the owner had placed on-line. The owner's legal counsel sent a formal request along with testimonials from surrounding neighbors indicating that they do not take issue with the home business. The Association's Declaration of Covenants Conditions and Restrictions, Section 10.02 (b) does state that a home business does require prior written consent of the Board of Directors in order to operate. A motion was made and seconded to approve the home business. After a lengthy discussion, it was determined that there may be concerns with approving the request without further review of what impact the decision may have both short and long term and with that the motion was withdrawn. The Board of Directors made a decision to table this matter and have management reach out to legal counsel to try and see if the Association should look at setting up parameters for home businesses. The Board requested that a work session be scheduled to discuss the findings from legal counsel and discuss further options.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**May 20, 2020 – Page 2**

**UNFINISHED BUSINESS:**

Irrigation Analysis Update: Bob Howey and Doug Smith with Irrigation Analysis were in attendance to review the updated information submitted regarding the RFP that was sent out for the retro-fit program. The Board of Directors reviewed the updated information submitted by Irrigation Analysis. Upon review, a motion was made, seconded and without public comment, unanimously passed to approve moving forward with a contractor to be determined at a cost not to exceed \$209,000.00.

**HOMEOWNER MEMBER PUBLIC FORUM:**

There were five homeowners in attendance for the meeting. One member had a comment on the home business discussion and indicated his thoughts that it would be hard for the Association to regulate.

**ADJOURNMENT:**

The meeting was adjourned at 7:42 p.m. The next tentative regularly scheduled meeting of the Board was set for July 15, 2020 via Zoom Meeting.

IN WITNESS WHEREOF, the foregoing has been duly executed by the Board of Directors as of the 15<sup>th</sup> day of July 2020.

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  
JULY 15, 2020**

**MEETING CALLED TO ORDER:**

The Board of Directors for The Farm at Arapahoe County Homeowners Association, Inc., met via Zoom teleconferencing on July 15, 2020. Board members present were Kimberly Armitage, Brad Hughes, Michael Spanarella, Rory Lamberton and David Bukovinsky. Also, in attendance were Don Arnoff with Brightview Landscape Services; Doug Smith with Irrigation Analysis; and Jessica Moser and Mark L. Eames, PCAM with PCMS. Director Armitage called the meeting to order at 6:04 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, seconded and without public comment, unanimously passed to approve the following consent agenda items as presented:

- a. Record of Proceedings for May 20, 2020
- b. Unaudited Financial and delinquency reports through May 31, 2020
- c. Ratification of Electronic Consent (Resolution Adopting Rules to Define Terms Used for Home Occupations Applicable to The Farm at Arapahoe County)

**OFFICER REPORTS:**

**LEGAL UPDATES:**

The Board agreed to go into Executive Session to review the status of several legal actions that are currently in place with various homeowners in the community.

**COMMITTEE REPORTS:**

Committee Member Resignation: Irina Murphy submitted her resignation to the DRB. The Board of Directors accepted the resignation and thanked Ms. Murphy for her time and efforts spent on the Committee.

Committee Appointment: Three residents expressed an interest in filling the two vacant positions on the Design Review Board (DRB). Upon review, a motion was made, seconded and without public comment unanimously pass to have management send the residents information to the existing DRB members for their review and consideration in making a decision on the appointment of the two open positions.

Variance Request – 18159 E. Peakview Avenue: The owner at 18159 E. Peakview Avenue requested a variance to the DRB's decision to deny the shed that was submitted to have installed on the lot. Based on the information presented and due to the proposed location of the shed, the Board of Directors cannot approve a variance for this shed and agree with the DRB's decision to deny the request due to the location and set back requirements.

Design Review Board (DRB); Landscape Committee and the SALAD Committee Charter had no official reports.

**OTHER REPORT(S):**

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

**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.

Brightview Landscape Services Updates: Don Anoff was in attendance for the meeting to provide the Board of Directors with an update regarding the landscaping services.

Tree Update: Mr. Eames discussed the matter with the problem with the dead trees this season due to the late freeze last season that affected many trees. After a lengthy discussion regarding the dead trees in the community that will need to be removed, a motion was made, seconded and without public comment, unanimously passed to approve a cost not to exceed \$16,000 to have the dead trees removed throughout the community. It was also noted that violation notices have not up to this point been sent to owners with a dead tree on their lot since the Association was still in the process of addressed its dead trees. Owners will be provided the same time frame opportunity to address their dead plant material as is being scheduled by the Association.

**The Farm at Arapahoe County Homeowners Association**  
**Board of Directors Meeting**  
**July 15, 2020 – Page 2**

**MANAGEMENT REPORT CONTINUED:**

Owner Request to Plant Trees in Common Area Behind Home: An owner submitted a request to have trees planted in the common area behind their home. At this time, the Board of Directors tabled any further action on the proposed Grant Tree Program. If the owner would like to pay to have the trees installed, the Board would be fine with that as long as the work is coordinated through Brightview.

**UNFINISHED BUSINESS:**

Irrigation Analysis Update: Doug Smith with Irrigation Analysis was in attendance to review the updated information submitted to the Association.

**NEW BUSINESS:**

2021 Proposed Budget Draft Discussion. Mr. Eames noted that the first draft of the proposed 2021 budget will commence shortly and requested that the Board provide any thoughts on items to address for the preliminary budget by the end of July. It was noted that a work session may be scheduled in September to review the proposed budget draft via Zoom.

**HOMEOWNER MEMBER PUBLIC FORUM:**

There were four homeowners in attendance for the meeting. There were not any public forum matters brought to the Board.

**EXECUTIVE SESSION:** Motion was made, seconded and unanimously passed for the Board of Directors to go into Executive Session to review the status of several legal actions currently in place against various homeowners in the community. The Board noted that no action would be taken after the Executive Session. The Board of Directors came out of Executive Session.

**ADJOURNMENT:**

The meeting was adjourned at 7:20 p.m. The next tentative regularly scheduled meeting of the Board was set for October 21, 2020 via Zoom Meeting.

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

**CALL TO ORDER**

The meeting was called to order at 6:06 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.

Director Armitage introduced the current Board Members:

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

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

**APPROVAL OF THE 2019 ANNUAL MEETING MINUTES**

Mr. Eames asked the homeowners in attendance to review the October 2019 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.

**2020 FINANCIAL REPORT AND 2021 BUDGET PRESENTATION AND RATIFICATION**

Mark Eames reviewed the 2020 financial condition of the Association and then presented the 2021 Budget. Key points discussed were as follows:

- Based upon anticipated operational expenses for 2020, the Board of Directors were able to maintain the assessment at \$45.00 per month for the 2021 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 2021 budget, the 2021 budget was ratified as presented. The assessment will remain at \$45.00 per month for the 2021 assessment year.

**ELECTION OF DIRECTORS**

Mark Eames announced that two homeowners had expressed an interest in serving on the Board of Directors: Brad Hughes and Michael Spanarella and write in nominees Laura Hayes, Ralph Ferullo and Rachel Silev to fill the two 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: Brad Hughes and Michael Spanarella.

**HOMEOWNER ITEMS RELATED TO ASSOCIATION BUSINESS**

The floor was opened to general questions.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:32 p.m.