

GREENFIELD MASTER OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 10, 2010

The Regular Meeting of the Board of Directors of Greenfield Master Owners Association was held on Monday, May 10, 2010, at the Greenfield Clubhouse, located at 20601 E. Fair Avenue, Aurora, Colorado.

The following Board members were present:

Shannon Scott
Ken Hume
Dean Lundell
Scott Whitney
Shirley Kirkwood

Also present were Tracy Mulvihill representing Weststar Management, Adriane Krames - Clubhouse Manager, Paul Krames - ARC.

CALL TO ORDER – Shannon Scott called the meeting to order at 4:03 p.m.

COMMITTEE REPORTS -

- ❖ **Grounds Report** – via e-mail report – walk through done. Eric will forward bids on the areas that were determined to need improvements and where the LMD trees should be planted along with prices for new mulch in all of the beds.
- ❖ **Pool Report /YMCA**– No report
- ❖ **Pool Committee** – No report.
- ❖ **Social Committee** – No report
- ❖ **Clubhouse Report** – Adriane reported there were no rentals. Walk throughs are being done. She also reported getting a phone call from Tony Ryan of Wireless Internet – interested in putting a wireless antenna on the clubhouse roof. The HOA would receive a monthly rent amount for that service. The Board will need to discuss further.
- ❖ **Design Review Committee Report** – Paul reviewed the ARC spreadsheet with the Board. He also suggested to the Board that they select a few uniform garage doors for the community that would be the “required” door per the Design Standard Manual.
- ❖ **Liverpool Metro District** – via e-mail from Carrie Houck – there is one Board position available and LMD is open to appointing someone who is interested in serving. Spring walk-thru is done – nothing to report. LMD will be moving forward with a new pond maintenance company and implementing a more aggressive approach to the water quality. Dumpster Day is Saturday, May 22 from 8 – 12 and there will be recycling for both regular items and electronics. The next LMD meeting is 5/17 at 3:00 p.m.
- ❖ **CENCON** – Scott reported that CENCON will be having a program for certification for “community services response teams”. It is a disaster training program and basic safety training and will be a 32 hour course.

APPROVAL OF PREVIOUS MINUTES – A motion was made by Ken and seconded by Shannon to approve the minutes as amended of the April 12 2010. Motion carried.

FINANCIAL REPORT – A motion was made by Dean and seconded by Shirley to approve the April 2010 financial. Motion carried.

UNFINISHED BUSINESS –

- ❖ Easement Agreement - tabled
- ❖ Fences & Retaining Walls & Garage Doors – the Board will meet at a future date to discuss updating the Design Standards Manual.
- ❖ Pool Update – did not receive a report from Consilium in time for the meeting. Shannon reported that more holes have been drilled and the soils testing has been done. Consilium will need to be contacted for the results. Consilium has moved forward with a structural engineer.
- ❖ YMCA Contract – still pending.

NEW BUSINESS –

- ❖ Community Blast – a blast will be going out regarding the LMD Board position, the garage sale and dumpster day and the spring walk through. The Bibeau Group will also be hosting a canned food drive on dumpster day – non-perishable food items can be dropped off at the dumpster location for pick up later.
- ❖ There was some Board discussion on how to work the assessment for those owners that want to begin making payments now. The Board is working on the next letter to go out to the community outlining this.
- ❖ LMD Indemnification – The Board decided to take the clause out of the agreement between the HOA and LMD indemnifying from the pool.
- ❖ The Board reviewed an e-mail regarding allowing more variety of roof colors in the community. They will address this as part of the Design Standard Manual updates.

ADJOURNMENT – The meeting was adjourned at 5:50.

Approved: 07/12/10

Greenfield HOA Pool Renovation – Community Progress Update

DATE: May 3rd, 2010

I. PROJECT TEAM:

Consilium Partners, LLC	Project Manager
White Construction Group	Design-Builder
Ground Engineering	Geotechnical Engineer (Through White)
Front Range Aquatech	Pool Design-Build Subcontractor to White
CTL Thompson, Inc.	Material Testing/Geotech Review
Redwine Engineering	Structural Review

II. PROCUREMENT:

A. PROGRESS UPDATE:

- i. **Design Builder:** White Construction Group w/ Frontrange Aquatech as the pool subcontractor was selected as the design-builder for the pool. Ground Engineering will be providing geotechnical services and JVA will be providing structural and civil design services to White.
- ii. **Material Testing/Geotech Review:** An RFP was issued to four candidates and CTL Thompson, Inc. has been selected to provide Material Testing and Geotechnical Review.
- iii. **Structural Engineering Review:** An RFP was issued to seven candidates and Redwine Engineering was selected to provide Structural Design Review.

III. DESIGN/PERMITTING:

A. PROGRESS UPDATE:

- i. **Geotech Design:** The HOA Board completed an initial geotechnical investigation and that report has been provided to the team. White Construction has received the report and agreed to assume responsibility for the Geotechnical design moving forward. They have selected Ground Engineering to complete additional borings beneath the main pool and baby pool decks and prepare an updated soils report. The soils report and geotechnical design recommendations will be completed by 14MAY10. See Exhibit I for some photos of the boring.
- ii. **Community Feedback:** After receiving feedback from the community on design options, the HOA Board evaluated options and selected which elements would be incorporated into the pool design. The Board's selection process was discussed in length at community meeting #5, but in brief, the final design elements were selected by the Board weighing the following criteria (in no particular order):

1. Community Feedback



2. Estimated Costs of Each Option
3. Balancing Current Needs and Potential Future Uses
4. Fulfilling Duty to Maintain HOA Assets.

iii. **Design Direction:** The following is the design direction that was provided to White for the replacement pool:

1. Base Main Pool and 1' Baby Pool:
 - a. Includes Code Required Updates
 - b. Utilizes Current Technology (ie mechanical systems, etc)
 - c. Upgrade Mechanical Building (new doors, insulation, heating, etc)
 - d. Keycard Entry System for Pool and Tennis Courts
 - e. New 6' Perimeter Fence to Address Security Concerns
2. Approved Options:
 - a. Fountain at Baby Pool
 - b. Expand Deck at Existing Entrance and by Equipment Building

There were also two design elements that were popular options in the community feedback but are larger cost and require additional evaluation regarding costs and feasibility of including in current design vs. future potential incorporation. The Board, as a majority, is not "in favor" of these options, but has elected to complete further due diligence to fully understand the potential design and budget impacts. A final determination on these items will be made prior to finalizing the design by early June:

1. Add Alternates:
 - a. Zero Entry Baby Pool
 - b. Slide

iv. **Additional Project Goals:** In addition to the design criteria outlined above, the Board has elected to incorporate the following additional goals into the project:

1. Include conduit to both potential guard shack locations so that a guard shack could be added at a later date if desired.
2. Design Pool Depths to accommodate height transitions for diving blocks to be added at a later date if desired.
3. Improve operation of lap lanes.
4. Provide temporary/moveable shade structures (ie, umbrellas).
5. Adjust maintenance procedures for grassy area to eliminate weeds/improve usability.

IV. CONSTRUCTION:

A. PROGRESS UPDATE:

- i. **Selective Demo:** White has completed selective demolition in order to provide site-access for the additional borings necessary to complete the Geotechnical design. Full demolition will begin again once the design of the new pool has been completed and demolition permit received. Full demolition is currently scheduled to begin in the middle of June.

V. SCHEDULE:

A. Completed Milestones:

- i. Design Builder Selected

Greenfield HOA



- ii. Material Tester/Geotech Review Selected
- iii. Structural Review Selected
- iv. Community Meeting #4 – Community Design Feedback
- v. Community Meeting #5 – Budget Ratification & Loan Approval
- vi. Community Meeting #6 – Introduction of White Construction
- vii. Design Direction Provided to White 16APR10
- viii. Additional Borings Completed 28APR10

B. Upcoming Milestones:

- i. Updated Geotech Report: 14MAY10
- ii. Owner Review of 75% Design Documents: 14MAY10
- iii. Owner Review of 90% Design Documents: 31MAY10
- iv. Submit for Building Permit: 01JUN10

VI. BUDGET:

A. Baseline Budget:

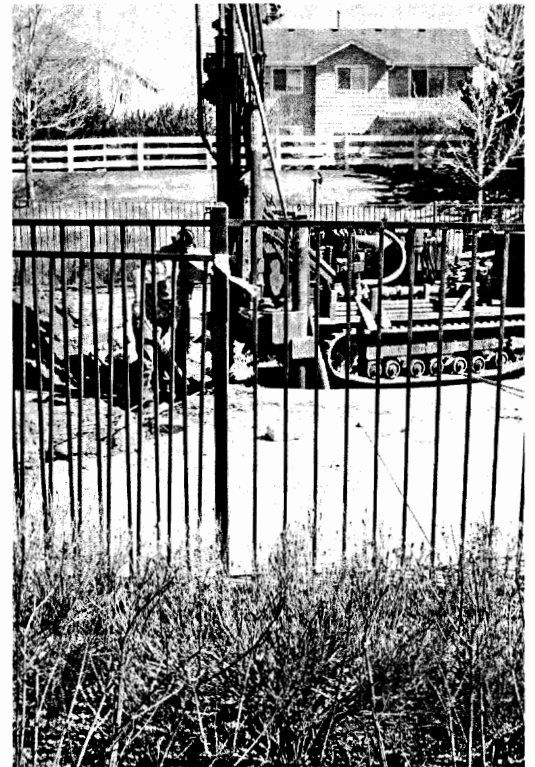
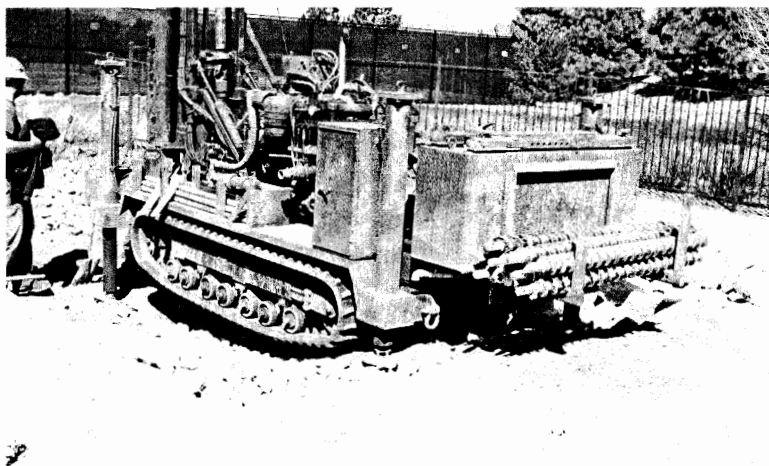
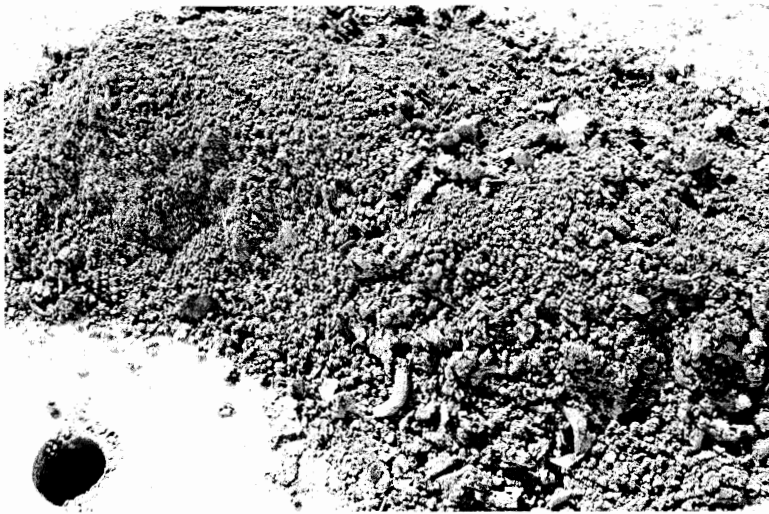
- i. The Following Baseline Budget was ratified at the Community Meeting #5:
 - a. Total Estimated Budget: **\$1,475,774**
 - b. Reserve, Metro District & Other Contributions: **\$660,800**
 - c. Special Assessment Estimated Total: **\$838,745 (\$1,168/homeowner)**. This includes the costs for the fountain at baby pool and the 2 areas of additional deck.

The budget includes both Design and Owner's contingency, and is a conservative budget that can be improved upon as the design is finalized and the project is bought-out.

The Budget that was presented and ratified at Community Meeting #5 is attached as **Exhibit II** for reference.



EXHIBIT I: PHOTOS



Greenfield EIR/EA



CONSILIUM
PARTNERS LLC