

GREENFIELD MASTER ASSOCIATION
A NON-PROFIT CORPORATION

BOARD OF DIRECTOR'S MEETING
Monday, November 8, 2010 - 4 PM

MINUTES

1. Call to Order at 4 PM.

Board Members Present: Shannon Scott, Ken Hume, Scott Whitney, Cathy Wise & Steve Rowe.
Board Members Absent: None.
Also Present: Bryan Carruthers, Consilium Partners; Paul Krames, ARC; Eric Plouff, JBK; Adam Knubel, Clearwire; Barry Hamilton, homeowner; Debbie Reiser, homeowner and Chris Ricketts, CMCA®, Association Manager.

2. Committee Reports

A. Pool Update – Bryan Carruthers

1. Replacing landscaping in the pool construction zone is expected to cost \$15,000 to \$28,000. The current bid from JBK is \$23,000 of which \$2,000 is irrigation components. Both landscaping and irrigation will be done. This will affect the end of project savings. White Construction will seek an additional or 3rd bid.
2. The Mechanical Room enlargement project is expected to be completed in the early part of December. The clubhouse water and gas are to be back on by December 18th.
3. Plastering the pool is scheduled for early spring. The plastering schedule was changed in order to have 3 pool startups, 2011, 2012 and 2013 as part of the replacement project instead of a start-up and shut down in December 2010 and a spring start up in 2011. This change was offered by White Construction.
4. The electrical upgrade is in progress. The planning process for future use will also include the possibility of a contract with Clearwire. Previously, Clearwire representatives had indicated they would need 48 amps. However, inclusion in this upgrade is not likely to be needed since the Association wants Clearwire to arrange for their own meter and service in order to ensure they have their required 24/7 access.
5. Drain pipe installations will be routed away from the pool as needed.

B. Landscape – Eric Plouff – JBK

Recently completed projects include the native areas were mowed, the last lawn mowing for this season is completed and initial leaf clean up was done. Additional leaf clean up will be performed as trees drop leaves at different times. The sprinkler systems have been blown-out/winterized. Some hand water may be needed and can be done from a tanker truck. A main irrigation near the pool was broken. The repair invoice will be submitted directly to White Construction.

4:15 PM – Steve Rowe arrived at the meeting.

Rocks have been tossed into the pond, possibly by children. (LMD reported at an earlier meeting they will be dredging the pond in 2011.) A LMD section along Liverpool is being redone. Some

Apple trees with Fire Blight were removed in order to prevent its spread. The JBK contract is for two years, 2010 and 2011 and is the same contract rate each year. Therefore, there is no increase for 2011. The contract rate has been the same for the past six (6) years.

The board requested a bid to enhance the area by the foot-bridge leading to the Estates using native materials that do not require installation of irrigation systems. One side contains rocks and the other dead or dying lawn. Additional rocks would balance out the appearance and be low maintenance. There is some erosion next to the path that is coming from a drain on the lot next to the walkway. The manager will send a letter to the owner requesting the drain be redirected or relocated to prevent further erosion at the path.

C. Clubhouse & Social

The Clubhouse will be re-opened for Greenfield Master Association residents January 1, 2011. Before that, the manager will obtain bids to repaint the interior. Also bid to make repairs to the middle stall in the ladies room. A replacement fixture may be needed. Since it is leaking at the base, it may need some concrete removal work.

The Spook Around the Lake was well attended and enjoyed by approximately 150 children.

D. ARC

1. All applications received in 2010 have been reviewed, decisions made and letters sent to owners. Approved projects must be substantially underway within 90 days of approval. If not, a new application must be submitted.
2. An application to add a two (2) garage to the house on a one (1) acre lot has been okayed in concept. The ARC and Board want a complete set of drawings (blueprints) prior to final approval.
3. LMD is not responsible for any fencing or perimeter fences other than the railings on the docks at the pond. Previously a LMD representative and former board member stated that the inside of some perimeter fencing is the lot owner's responsibility and some of the exterior fencing is Association responsibility. Fencing serving only one lot belongs to that lot and must be maintained by the lot owner. Fencing by the Pocket Park between Hillside and Greenfield needs to be re-painted. This fencing is believed to be the responsibility of Hillside. Further investigation will be needed and Association options will continue to be reviewed.

E. Cencon – no report at this time.

3. Minutes

Shannon Scott moved to approve the Minutes of October 11, 2010 with some changes. Ken Hume second. The motion was approved.

4. Financial Report

- A. August 2010 pool expenses showing on the report will be reclassified and appropriate notations made in the audit. The pool has been closed for reconstruction and there have been no expenses for pool operations this year. The September Financial Report was not accepted at the prior meeting until the August Pool Expenses were clarified and re-classed. (Continued on page 3, see #6)
5. Homeowners Forum was taken out of order to accommodate a homeowner's request to review a two (2) car attached garage addition to the house. A set of plans (blueprints) were presented for review. After review, the Board approved the project with conditions: A full copy of the plans must be

submitted to the office before final approval is made. Any changes to the plans received must be submitted for approval prior to any building changes. The actual project must be substantially underway by April 30, 2011. If not, a new application and full set of plans will need to be submitted. The owner is responsible to obtain all required governmental permits, studies or approvals prior to construction.

6. Financial Report (Cont'd from page 2)

B. UBS signature cards were completed. All board members will be signers on the bank accounts.

C. 2011 Budget draft was prepared by Shannon Scott and was reviewed by the Budget Committee line by line. (Cont'd below)

7. Taken out of order: Clearwire representatives were on hand to present their proposed plans to install wireless internet antennas in the clubhouse and equipment on the ground next to the clubhouse, near the kitchen windows. Some of the requirements the Association will make were reviewed, including very sturdy screening/fencing around the equipment cabinet, installation of their own electrical service and funds for at the end of the contract to remove equipment and restore ground areas affected by the equipment and annual maintenance of the fencing such as annual painting and prompt repairs of damaged wood when needed.

Ken Hume left the meeting at 6:35 PM.

The Clearwire monthly rental offer is good. The board will ask for \$100 per month more than the current offer. There is an automatic 3% annual increase in monthly rent. The contract would be for five (5) years. Clearwire states their intention is to maintain the site for at least thirty (30) years.

8. Financial Report (Cont'd from above, #6-C)

A. Cathy Wise moved to accept the September and October Financial Reports with reclassification of the August Pool Operations expense as noted by Accounting and Auditor. Steve Rowe seconded. The motion was approved.

B. UBS sent a note asking the managing agent be added as a signor on the Reserve Account. The management contract does not allow this. UBS then requested a power of attorney. The Board and Managing Agent declined the request. The Board will contact the bank if any questions arise. Two Board member signatures are required for withdrawals.

C. The updated draft budget was reviewed by the board. Steve Rowe moved to approve the 2011 Budget draft. Shannon seconded. The motion carried. The approved 2011 Budget will be sent to owners and put to a ratification vote on Monday, December 13, 2010 at 7 PM. The manager will prepare and mail the packet announcing the meeting.

At this time, a dues increase for 2012 is expected as the 2011 budget is conservative.

9. Unfinished Business

A. City of Centennial Open Space Easement Agreement was put on hold by Centennial. They found they need to make some changes to the plans to comply with City requirements before signing an easement agreement. The plan is to complete the walking/bicycling trail.

B. YMCA Contract review. This will stay on the Agenda for the 2011 contract.

C. Board's project list – will be updated when pool project is completed.

D. Design Standards Manual Review/Update. Converting document to electronic form in progress.

- E. Stop sign Post painting project is complete. The present that observed some of the work in progress reported the job was being done well.
- F. Clearwire – taken earlier in the meeting.
- G. Euclid Monument lighting. Manager will meet with electricians to obtain pricing to bring lights back on line at the Euclid entrance

10. New Business

None.

11. Schedule Next Meeting

- A. Board Meeting - Monday, December 13, 2010 at 4 PM
- B. Owner's Budget Ratification Meeting – Monday, December 13, 2010 at 7 PM

12. Adjournment

This meeting was adjourned at 8:50 PM.

Approved: December 13, 2010