

GREENFIELD MASTER ASSOCIATION

A NON-PROFIT CORPORATION

BOARD OF DIRECTOR'S MEETING

Monday, September 10, 2012 - 5 PM

MINUTES

A. Call to Order at 5 PM.

Board Members Present: Bob Frazier Mike Hamrick, Shannon Holtman, Rich Valentino and Jed Brown.

Board Members Absent: None.

Also Present: Eric Plouffe, JBK; and Chris Ricketts, CMCA®, Association Manager.

B. Committee Reports

1. Landscape - Eric Plouffe, JBK Landscape

a. The French Drain behind 20602 East Caley Drive, next to Killarney Street is in. The over-seeding is done. Turf spraying for broadleaf weeds, the 3rd application for 2012 of fertilizer and aeration are scheduled for next week. All native areas will be mowed to about 6" near the end of October. Spot spraying for weeds is ongoing. Irrigation watering has been cut back by 20%, and an additional cut back by another 10% is on the schedule to maintain watering within ECCV limits, going over limits can result in extra charges.

b. The Board brought up the subject of Grandview students using the LMD area immediately adjacent to Greenfield homes, smoking, the clutter, the BBQ pit, trash on the ground, overflowing trash can and other debris that accumulates rapidly at this location. There is concern about a fire starting there. Additionally, we've had reports of unwanted and some inappropriate activities in that area. There has been vandalism in Greenfield and damage to Greenfield playground equipment. Some residents have reported high school students occupying the playground making residents with young children unwelcome.

The trees in the gathering place on LMD Land have low hanging branches that provide some shelter and additional plant materials from other areas have been brought in to create a screen. The Greenfield Board believes the area will need to be cleaned up, branches trimmed and the BBQ and trash bin removed as these items attract students to loiter. Also, installation of signage to discourage loitering. JBK is meeting with LMD for a walk around on September 17, 2012, at 8 AM, this area included.

c. All common mulched areas received additional mulch this time. This is on an every other year schedule. This time, the mulching began at the south end and traveled north. Next time is in 2014 and is to be scheduled to begin in the North and travel South.

2. Clubhouse

There were 5 rentals in August and 4 are already scheduled for September.

3. Design Review Committee (DRC)

a. We have 5 applications pending, 4 that need to paint samples on the garage door since they did not select a standard scheme from the Greenfield Paint Book. All other applications have a decision and a decision letter mailed.

4. Jed Brown was appointed to serve as the DRC Board Liaison.
5. Shannon Holtman was appointed the Board Liaison with the Social Committee.
6. The manager will compile a list of the owners that expressed their interest in serving on the Design Review Committee and the Social Committee and send it to the Board.
7. LMD - A full walk about for LMD's areas is scheduled for Monday, September 17, 2012 beginning at 8 AM.
8. Spectrum Project

The City of Centennial has two hearings scheduled on the Spectrum project. The Greenfield Spectrum Committee members will attend for the Association.

C. Minutes

Richard Valentino moved to approve the draft Minutes of August 13, 2012 with changes. Jed Brown second. The motion carried.

D. Financial Report

1. The 2013 Budget Preparation meeting is set for Wednesday, October 24, 2012 at 6 PM.
2. The manager will check the Minutes of March, April & May 2012 for approval of the Reserve Study bid. Also, email copies of the proposals received to the Board.
3. Richard Valentino moved to accept the August 2012 Financial Report. Jed Brown second. The financial report was accepted.

E. Unfinished Business

1. Mike's review and proposed revision of the Design Standards Manual for Greenfield, Revised September 8, 2003 is about 50% complete. Bob Frazier will take a redline copy and start his review. Each Board Member will in turn review and propose changes.
2. AutoCad update of site maps is in progress. \$500 was approved for this expense earlier in the year.
3. Surveillance Cameras, pricing will be obtained for cameras and recording capability for the Clubhouse area. Later, this can be extended to entrances, perhaps wireless cameras.
4. The bridge to complete the trail over Piney Creek is done. There is some additional work needed to complete the City of Centennial trail project. The HOA will ask Centennial to paint center divider lines, especially on curves, intersections and blind hills. With new traffic, pedestrians that have had the trail to themselves before will need to be asked to stay right to help avoid collisions with fast moving bicycles. Pedestrians and bikes are okay, motorized vehicles are not allowed.
5. Colorado Statute changes require a modification to the Records policy and must be effective by January 1, 2013. The Association's Attorney drafted the new policy required by HB-1237. Richard Valentino moved to accept the Records Policy. Jed Brown second. The Greenfield Master Owners Association, Inc. Policy and Procedure for the Inspection and Copying of Association Records was approved. A copy will be posted on the website. A copy will be mailed to all owners in the Annual Budget Meeting Announcement.
6. Signs for the Piney Creek trail were requested by a homeowner. The Board did not approve the HOA installing signs, it is not HOA property. A request to the City of Centennial will be made for signage on the expanded trail.

7. Grandview students loitering on LMD property close to Greenfield homes. In advance of the LMD walk about meeting on 9/17/12, the HOA will request a clean-up of the area, trim (uplift) the trees, removal of the trash can and BBQ in addition to the usual weed abatement program for the area. It is believed the trash can and BBQ help to make it a comfortable area to hang out which attracts the students from Grandview to the area. Manager will draft a letter as soon as possible for the Board's review.
8. The Association's website is limited in some areas and a general upgrade and some specific improvements are possible. Additional suggestions such as an automated sign up for Social Events will be reviewed at the next meeting.
9. Holiday Lights are in storage. A proposal for installation and removal was approved earlier. Manager will contact vendor to arrange installation by Thanksgiving. Holiday lights are scheduled to be turned on that weekend.
10. Clubhouse Manager Compensation documentation was not found in the CC&Rs or other governing documents. This subject was tabled to an Executive Session.
11. The Greenfield website will be updated with new email addresses for Board Members. The request will be sent to the webmaster.
12. Bob Frazier found a website upgrade that will allow a subsystem for owners to log in while keeping certain parts public. Bob will obtain a proposal.

F. New Business

1. Perimeter Fences - Maintenance, Painting & Re-painting

The Design Standards Manual for Greenfield, Revised September 8, 2003, Section 4.9 Fences addresses responsibility for fence maintenance at Greenfield Master Owners Association.

In Subsection 4.9.1 A Perimeter Fence with Brick & Picket Detail; this section places the responsibility on the Greenfield Master Owners Association to maintain and re-paint perimeter fences with Brick and Picket Detail. These types of fences are along Smoky Hill, Liverpool and East Fair Avenue. The fence along Arapahoe road is brick and wrought iron and there is no wooden fencing with Brick and Picket Detail painted the Olympic Outdoor White at this location. Along E Weaver Ave and E Euclid Dr., there is no Brick and Picket Detail fence either, only 3-rail fence. The Association had the perimeter fencing with Brick & Picket Detail re-painted in March of 2012. There is a mini-monument with Brick and Picket Detail fence at S Jericho St and S Kirk St., this section was also re-painted by the Association in March 2012.

In Subsection 4.9.1 B Perimeter Fence makes it the adjacent homeowner's responsibility to maintain and paint the 3-rail sections of perimeter fence.

Some of the perimeter 3-rail fence needs to be repainted. Letters to owners with perimeter fences along Liverpool and East Fair Avenue will be sent to repaint as needed with a 30 day deadline.

G. Adjournment

The meeting was adjourned at 6:51 PM to an Executive Session to review a personnel matter, delinquencies and pending violation letters.

Approved: October 8, 2012