

EAST MEADOWDALE HOMEOWNERS ASSOCIATION  
Minutes for July 17, 2017 meeting  
Board of Directors, East Meadowdale Homeowners Association  
7:00pm 8112 Dry Creek Circle

*In East Meadowdale HOA minutes, Dry Creek Circle is referred to as "DCC", Meadowdale Square as "MDS", New Level Managers as "NLM"*

- I. CALL TO ORDER and ROLL CALL
  - a. Meeting called to order at 7:01pm by President Ron Delka. Other board members present: Martin Tobias, Eve Lempriere and Tyler Baron. Property manager Carl Weakland also in attendance.
- II. ESTABLISH A QUORUM
  - a. Quorum established.
- III. APPROVAL OF MINUTES FROM LAST BOARD MEETING
  - a. Eve motions to approve minutes, Tyler seconds, approval unanimous.
- IV. OWNERS FORUM
  - a. 8084 Meadowdale Sq: From last meeting – approval of the request for window modification dependent on receipt of documents, documents were received by the Board and the Architectural Review approved.
  - b. 8063 Meadowdale Sq: From last meeting – approval of the request to plant a Magnolia Tree on HOA property was dependent on it being identified as an acceptable tree to plant by the Boulder County Tree list. It was identified and therefore approved by email.
  - c. 8072 MDS: Request to clean up mulch around the MDS mailboxes. NLM working on this request with landscaper.
  - d. General feedback from DCC neighbors – new landscaper is doing a good job, like edging, no scalping which last landscaper did.
  - e. 8142 DCC: Request for landscaping changes to the garden area in the front of the house along the path and extending along the side of the house, diagram and photos were provided. Approved with one modification, the requested border extends 5' from the edge of the house to the inside of the border. This edge must be brought in to conform to others and sprinkler layout which is 3' (corrected to 44" and the 44" value was approved by Board in email dated . Eve made a motion to approve, Martin second, all approved.
  - f. 8019 DCC - A letter of complaint was sent to the Board President and read at the meeting. Complaints included the current Architectural Review procedure, concerns over the management company, lack of responses by NLM to requests/concerns sent to the office and lack of follow up by the Board and NLM on submitted issues.
  - g. 8124 DCC: Please remove dead aspen along back fence of unit on HOA property.
- V. APPROVE FINANCIALS
  - a. Eve motions to approve, Tyler, seconds, approval unanimous.
- VI. REPORTS OF OFFICERS
  - a. President's Report
    - i. Identified that we need to work on procedures, communication and record keeping. Ideas include:
      1. Proposed creating an "Operational Procedures Book" book of info, include a welcome letter to new Board member, for reference.
      2. Document and clearly define the Architectural Review Committee process. Include a 2 member review prior to meeting and that Board members may not vote on their own Architectural Review.
      3. Change title of the form "Design Review Committee" to "Request for Architectural Modifications and include information about what is required.
      4. Reminder that Homeowner requests, complaints, emergencies, notifications or other communications should be direct to the Property Manager (for immediate attention) and/or a Board member.

- b. Manager's Report
  - i. Some owners missed the change to the dues to \$215 in June, NLM working with these owners.
  - ii. Well house – The State of Colorado has identified that we must install a flow meter to see if we are using more ground water than we are allowed. Since we are using ground water, it is fairly dirty requiring a special meter with a flange set which costs approx. \$425. Martin makes a motion to approve the \$425, Eve seconds, all approved.
  - iii. Water level in cistern – low, but running well.

VII. OLD BUSINESS

- a. Meadowdale Square Drainage – is scheduled for August, will need to close road for up to 2 weeks! NLM will send them a letter to warn them that the road closure will be coming in August, exact dates TBD.
- b. Emerald Ash Borer Treatment – ½ are treated, ½ are scheduled to be treated. Proof of treatment was sent to Boulder County for the 9 trees on Meadowdale Sq, NLM received permit confirming that they will be spared and are ours to maintain. The removing/trim of trees will begin July 24<sup>th</sup>
- c. Architectural Review Committee (ARC) discussion:
  - i. Identified that the ARC must be made up of Board members. This is because it is important for ARC members to have the knowledge obtained from previous discussions and which occur at every Board meeting. This provides for consistent responses and an informed, educated decision or recommendation. It is also felt that it isn't fair for a homeowners to have to present their request more than once at a Board meeting.
  - ii. Going forward, 2 ARC members will preview submitted Architectural Reviews and insure they are complete and ready to be presented to the rest of the Board.
  - iii. Ron D will contact the resident and non-Board member that volunteered to assist with the Architectural Review committee to inform them of the decision.
- d. 8119 DCC:
  - i. Roofing request: Written notice will be sent that since the roofer sent by the HOA was denied the ability to review the situation, the HOA action is closed. The HOA is not deemed responsible to make any changes at this time, if changes are made by the homeowner, they require an approved Architectural Review and will be completed at their own expense.
  - ii. Leaky deck: Board was not aware of this issue a Board member or NLM will request a visual inspection of the problem.
  - iii. Request for trimming of Spruce tree – NLM will contact owner with date of trimming.

VIII. NEW BUSINESS

- a. Board Member at Large, Ron Kiel resigned – resignation accepted by Board on 7/17/17, Ron dedicated over 15 years to the Board and volunteered his services in many areas, his dedication and service to the community were greatly appreciated. There is now an opening on the Board. An email will be sent out on the email distribution list for a volunteer.
- b. Concerns over safety of the pumphouse lid were identified due to two incidents. Kids were seen playing with the excessively heavy lid, which if fell on someone would do serious in and secondly, it fell unexpectedly during recent maintenance. NLM will look for and propose a new lid for the pumphouse
- c. Per one of our HOA lawyers, we need to develop a licensing agreement program that will grant a homeowner "temporary use" of the common area for a specific purpose. This license is filed with the house and is given to a new owner. One example when this is needed is for HVAC compressors that have been approved on HOA common grounds. Discussion on what this means for landscaping and trees is under review.. NLM will request our lawyer create a template for this purpose.

IX. ADJOURNMENT

- a. Meeting adjourned at 9:32pm