

APPROVED MINUTES
MEETING OF THE GREENS BOARD OF DIRECTORS

Wednesday, January 18, 2023

1. Present: The meeting called to order at 3:30PM with President Mike Parkinson presiding, Randy Reynolds (Treasurer), Tim McMahon (Secretary), Rex Peteet (VP) Bob Lohse (Director) present. Diversified Association Management (DAM) was represented by Community Manager, Kelsey Knudson. Dave Forbes (Homeowner) was also present.

2. Approval of December 14, 2022, Meeting Minutes: Motion to approve, Tim. Second by Rex. Approved.

3. Confirming/recording decisions since November Meeting:

- Roof Repair RFP - The Board discussed and tabled the decision, until the report from Jackson Homes is complete.

4. Treasurer's Report: Randy reported that as of December 31, 2022, the association has \$51,177.32 in the Operating Budget. Current Reserve Fund balance of \$129,059.37. Tim motioned to approve as presented. Second by Bob. Accepted.

5. ACC Report: Rex presented the ACC report.

- New Build Drainage Plan and Design: The revised plan is in development and will be circulated as soon as received. Steve and Randy met with Brian Law of JR Engineering on site to discuss further our collective critique of concrete usage. The solution to minimize visible concrete is in progress to move a portion of surface water underground and include river rock swales. The landscape is consistent with the rock swale designs throughout the Greens.
- Greens Mulch Plan: Robert Elliott will create prototype designs plans.
- New Builds: The Fuhs and Hafemeister residences are well underway and currently running smoothly. The Master Drainage Plan design has been executed and staked and the first payment installment of compensation to JRE has been approved and approved for payment. Extra roof tiles have been requested, if available, and we have a verbal agreement with Kent Lersch to secure. Gau driveway compromise is underway (we have seen one preliminary drawing) and the ACC has met with LGA Studios Architects to discuss these preliminary drawings and next steps. We are awaiting revisions and/or additional concepts to review.
- Greens Roof Repair Recommendations: The Board, Diversified and the ACC has requested 3 vendor proposals: PeakView, JRB Enterprises, and Jackson Roofing. We have received all 3 and are currently reviewing. We have sourced the tile that is no longer made (Lifetile) and will make recommendations on how to secure. Getting 5 year certifications on repaired roofs has also been requested and we will make these recommendations once we have final vendor agreements.

6. Hospitality Group Report: Tim will coordinate with GGC for available dates in March for next Greens social.

7. Old Business Transition Matters/Action Items from November Meeting:

- Action Items - Management presented the action item report and will continue to keep the owners of 3756 HC informed of the progress of the tree and shrub replacement request.
- Request for policy on landscaped parcel that was part of original sale – The Board discussed this process and agreed that there is no policy as there is no record.
- Covenant Amendment/Reinstatement of Governing Documents. - Motion to approve the proposal from Altitude Law totaling \$7,650 to begin the document review that is the first phase to restate the Association Documents, Bob. Second by Tim. Approved. The expense will be paid out of the reserves account.
- Creation of Neighborhood Advisory Committee - The action was tabled for further consideration during a future meeting.

8. New Business:

- How to prevent damage from people walking on roofs – The Board discussed this process as some contractors have drone technology for roofing inspections. The action was tabled for further consideration once the results of roofing inspections are received.
- Bid for tree wrap from Robertsons - The Board discussed the proposal from Robertsons, totaling \$1,430 with 14 gauge wire material. Management will to ask Robertsons to revise their proposal to include repairing the existing tree wrap and add additional wrap to the trees with the current plastic material.
- Bid from Robertsons for removal of two trees at 3836 HC – Randy motioned to approve the proposal includes grinding both stumps totaling \$685. Second by Rex. Approved.
- Web Design, Brand Designs - The Board discussed this service. Management will research options for Diversified to manage the associations website domain and will provide an update to the Board at the next Board meeting.

9. Executive Session: The Board entered Executive Session at 4:42pm and discussed in detail, contractual matters.

10. Next Meeting – Wednesday, February 15, 2023, at 3:30pm

11. Adjournment: Motion by Tim. Second by Rex. Approved and adjourned at 5:22PM.

Drafted by:
Kelsey Knudson
January 23, 2023

Approved: February 15, 2023

The Greens Property Owners Attendance of HOA Board Meetings

The Greens HOA Board meetings are held the third Wednesday of every month at 3:30 pm at Mike Parkinson's residence at 4050 Reserve Point. If you are interested in attending and would like to be included on the agenda, please contact Mike Parkinson at: mike.greensboard2@yahoo.com by the Friday prior to the meeting.

APPROVED MINUTES
MEETING OF THE GREENS BOARD OF DIRECTORS
Wednesday, February 15, 2023

1. Present: The meeting called to order at 3:35PM with President Mike Parkinson presiding, Randy Reynolds (Treasurer), Tim McMahon (Secretary), Rex Peteet (VP) Bob Lohse (Director) present. Diversified Association Management (DAM) was represented by Community Manager, Kelsey Knudson.

2. Approval of January 18, 2023, Meeting Minutes: Motion to approve, Randy. Second by Rex. Approved.

3. Confirming/recording decisions since November Meeting:

The Board met on February 6, 2023, and discussed instructions from the association's attorney regarding the Covenant Amendment/Reinstatement of Governing Documents.

4. Treasurer's Report:

- The January 2023, financial reports were not available and will be reviewed during the March Board meeting.
- Bob spoke to financial investments options for the Greens, the Board discussed and tabled the action. Management will provide CD investment options for the Boards review at the next Board meeting.

5. ACC Report: Rex presented the ACC report.

- Gene Gau / Milt Skaggs Driveway: The ACC has seen one drawing and participated in some conversation about next steps. An ILC was not found. There has been some correspondence with Gau's atty regarding the extent of work to be done. The ACC has made it clear that the HOA will not share any expenses. The current plan will require considerable demo to the Skaggs driveway before the redesigned / shared driveways can be executed. The ACC has not seen any additional designs.
- Flow Address Sign Request: Jim Flow, via email correspondence, is aware of the process and need to obtain ACC approval of his vendor's shop drawing for ACC review and approval. We have not received a response. Mike gave Jim the contact information for Wade Genova at Rocky Mountain Stone Art, the same person who made the marker at others in the Greens.
- Dave Forbes Tree Trimming Expense: Additional trimming was executed and paid for at Dave's request, not related to fire mitigation.
- Fuhs and Hafemeister Extra Roof Tile Purchase: Kent Lerch has been contacted again to keep on his radar for the Greens purchase of extra tile. He said he would keep us informed as the roofing nears completion.

6. Hospitality Group Report: Thursday, March 2023 at 5:00PM.

7. Old Business Transition Matters/Action Items from January Meeting:

- Action Items - Management presented the action item report.
- Roof Bids– Motion to approve the proposal from JRB, subject to one year warranty in writing and access to the necessary tiles, Tim. Second by Randy. Approved.
- 3756 HC tree and shrub replacement request - The Board discussed the proposal from Robertsons, Management will ask Robertsons to identify the location of the Junipers in the proposal and request other replacement plant options to reduce fire hazards.
- Web Page input & contract - Management spoke to the options to keep the current website and reduce the associated fees. The annual price for Springs Hosting is \$127.43 annually, \$900 for portal \$1027.43 annually for both websites.
- Covenant Amendment/Reinstatement of Governing Documents - Motion to approve the completed questionnaire, Tim. Second by Bob.
- Creation of Neighborhood Advisory Committee - The action was tabled, pending the response from association's attorney regarding the Covenant Amendment/Reinstatement of Governing Documents.

8. New Business:

- Mail kiosk rail damage in front of 4050 RP – The Board discussed the damage to the railing caused on January 26, 2023. Randy advised that the Ornamental man was the original vendor to install the railing and there is another of the exact railing in storage. Management will provide an update for the Boards review at the next Board meeting.
- Garage door repair and stain – The Board discussed the necessary maintenance. Management will obtain two bids for repair and staining of the wooden garage doors.
- Basketball back stops and playground equipment. - The Board discussed and confirmed that Basketball hoops are not permitted per KCPOA and are required to be put away at night.
- Road Maintenance Agreement - The Board discussed the necessary maintenance to the roads in the association. The repairs that KCPOA will perform for the Greens are delayed due to the construction.
- Proposal from Tall Timbers, bud spray and winter water - Management will request additional estimates from Robertsons and Savatree and provide an update for the Boards review at the next Board meeting.
- Savatree tree trimming - 4210 RP was not trimmed. Management will request the tree to be trimmed at no additional cost.
- Snow Removal Trigger - The Board discussed the process and agreed not to adjust the trigger depth of three inches.

10. Next Meeting – Wednesday, March 15, 2023, at 3:00pm

11. Adjournment: Motion by Tim. Second by Rex. Approved and adjourned at 4:47PM.

Drafted by:
Kelsey Knudson
February 17, 2023

Approved:

The Greens Property Owners Attendance of HOA Board Meetings

The Greens HOA Board meetings are held the third Wednesday of every month at 3:00 pm at Mike Parkinson's residence at 4050 Reserve Point. If you are interested in attending and would like to be included on the agenda, please contact Mike Parkinson at: mike.greensboard2@yahoo.com by the Friday prior to the meeting.

APPROVED MINUTES
MEETING OF THE GREENS BOARD OF DIRECTORS
Wednesday, March 15, 2023

1. Present: The meeting was called to order at 3:00 PM with Mike Parkinson (President) presiding, Randy Reynolds (Treasurer), Rex Peteet (VP) Bob Lohse (Director) present. Diversified Association Management (DAM) was represented by Community Manager, Kelsey Knudson, and Matthew Armstrong. Tim McMahon (Secretary) excused absence.

2. Approval of February 15, 2023, Meeting Minutes: Motion to approve, Rex. Second by Randy. Approved.

3. Confirming/recording decisions since February Meeting: None

4. Treasurer's Report:

- **Treasurer's Report:** Randy reported that as of December 31, 2022, the association has \$51,177.32 in the Operating Budget. Current Reserve Fund balance of \$129,059.37. Randy motioned to roll the excess funds from the 2022 operating budget totaling of \$5,479.36 to 2023 for future expenses. Second by Bob. Approved.
 - February 28, 2023, the association has \$66,171.10 in the Operating Budget. Current Reserve Fund balance of \$153,880.61. Rex motioned to approve as presented. Second by Bob. Accepted.
- Bob spoke to financial investments options for the Greens, the Board discussed and tabled the action. Management will coordinate a meeting with the Board and CIT to discuss CD investment options for the Boards review at the next Board meeting.

5. ACC Report: Rex presented the ACC report.

- **Landscape Per Robert Elliott:** The 2023 Landscape Time and Materials Contract is up for renewal and approval, the water should be water turned back on, to soften turf for aeration. Spring bed maintenance, and pre-emergent treatments will begin soon. Robert is reserving the time and crews to begin execution of the mulch and rock installation project as soon as board approves the plans. The Board and Committee agreed to consider another prototype first with Aileen's and Mike's large front bed with the hybrid solution for the path forward.
- **Reserve Point Drainage Plan:** Additional elevations were shot early this March to provide more information for JR Engineering to complete their revised plan to account for a partial underground solution. Discussion surrounded the JRE invoice and whether to pay it in full, hold some dollars until all is completed, or revise the agreement and compensation due to underground solution.
- **Gene Gau / Milt Skaggs Driveway:** The ACC has seen one drawing and participated in some conversation about next steps. The ACC has made it clear that the HOA will not share any expenses. The plan will require considerable demo to the Skaggs driveway before the redesigned / shared driveways can be executed.

- **Flow Address Sign Request:** The drainage swale rock material on the west side of their lot will be there until excavation of the drainage plan. Jim Flow has the contact information for Wade Genova at Rocky Mountain Stone Art, the same person who made the marker at the Parkinson home, the Lances and others in the Greens.
- **Extra Roof Tile Purchase:** Kent Lerch has been contacted the Greens purchase of extra tile. He said he would keep us informed as the roofing nears completion.

6. Hospitality Group Report:

- Thursday, March 16, 2023 at 5:00PM.
- Greens Picnic – Friday, August 25, Mike Parkinson’s residence at 4050 Reserve Point.

7. Old Business Transition Matters/Action Items from February Meeting:

- Action Items: Management presented the action item report.
- Tree bid for 3756 HC: Mike motioned to approve the proposal from Robertsons totaling \$316.70 with the condition that the trees are non-junipers and the shrubs and flow that allow with the harmony of the community and not a fire hazard. Second by Bob. Approved.
- Tree wrap: Bob motioned to approve the proposal from Robertsons totaling \$1,4240.40 to repair and or replace the plastic tree wrap. Second by Rex. Approved.
- Mail kiosk rail damage: The action was tabled for further consideration during a future meeting as a response has not been received from the ornamental man.
- Garage door repair and refinish bid: The action was tabled for further consideration during a future meeting as a proposal has not been received.
- Bug spray bid: Randy Motioned to approve the proposal from SavATree for the borer treatment, early season totaling \$1,568.00. Second by Bob 2nd. Approved.
- Questionnaire from Altitude Law for the restatement of covenants: Mike motioned; Bob seconded. Approved. Mike will communicate with Marris from Altitude.
- The Board unanimously agreed to send communication to the owners about the current Greens covenants, obligations, and the future of our dues.

8. New Business:

- The Board agreed not to modify the snow removal threshold of 3 inches.
- Robertsons Contract: Randy motioned to approve. Second by Bob. Approved.
- Mike motioned to approve a courtesy reminder for the special assessment payments. Second by Randy. Motion carried.

9. Next Meeting – Wednesday, April 19, 2023, at 3:00pm

10. Adjournment: Motion by Mike. Second by Rex. Approved and adjourned at 4:42PM.

Drafted by: Kelsey Knudson
March 20, 2023

Approved: April 19, 2023

The Greens Property Owners Attendance of HOA Board Meetings

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