

**Board of Directors Meeting
Minutes of May 10, 2017**

Present: Kim Stowell, Jennifer Tobin, Thorman Jerry, Homeowners: Johnny Martinez & Family (Brooke Farm Ct) & Amar Zabarah (Habrown)

The general session was called to order at 6:36 pm by President Kim Stowell.

Open Forum for Residents

- The Martinez family attended the meeting to discuss issues with the cul-de-sac on Brooke Farm Ct. They reside in the home closest to the dead end and have experienced a number of issues ranging from loitering, potential illegal activities, suspicious behavior and excessive litter. This has been an on-going issue and the Martinez family has previously voiced concerns at past meetings. (johnny.martinez83@yahoo.com)
 - To help with litter issues, the Board had approved a semi-annual litter pick-up service. The contract was being finalized at the time of the meeting and the Martinez family was informed that this service should help to decrease litter in the Brooke Farm owned areas of the cul-de-sac.
 - The family asked if it would be permitted to post signs “keep-off property,” “clean-up after dogs”. The Board will allow signs per the Architectural guidelines and may make exceptions as needed due the circumstances.
 - The Board has asked the family to remain vigilant in contacting the police as necessary however they are usually considered non-emergency calls and there has been little effect from contacting the police. For this reason, the Board will look into contacting Supervisor Anderson’s office for assistance and other avenues.
 - Possible ideas for preventing issues present in the cul-de-sac are no loitering/no parking/tow signs, some method to block vehicles from entering the circle, a fence to block motorcycles, etc.

- Amar Zabarah (azabarah@gmail.com) attended the meeting at the Board’s request to discuss the issues & concerns pertaining to a fence that was installed on the corner lot of Habrown & Brooke Farm Ct.
 - Along with the Board, a significant number of residents had voiced concern over the fence placement and design. The main issue being safety at the corner for traffic and children in the area.
 - Board members met with Mr. Zabarah in a closed session to discuss these issues and options to correct them.
 - The Board voted after the meeting on a compromised solution and Kim emailed Mr. Zabarah directly the following day with the decision.

Review of Meeting Minutes

- Kim motions to approve April minutes, Thorman seconds. All concur, motion carries.

Old Business

- Movie License – Kim requested quote for a basic pay a one-time fee for movie rights, will follow-up as needed
- Bounce House for BBQ – Thorman confirmed, \$100 payment due at time of reservation, Thorman will pay and submit to Andrea for reimbursement; Kim will ask Walter about power source
- Entrance Stone Lighting – Follow-up with Andrea to see if Capitol Sun has looked into problem & if there is a timetable to fix
- Gazebo – Andrea is getting quotes for 10' gazebo to be placed on common lot

Poop911

- The Board agreed to return to weekly service schedule for summer. Will have Andrea contact in conjunction with litter patrol contract approval.

Legal

- Answers coming from legal have been very vague and unsatisfactory for the fees that are incurred. The Board is specifically trying to determine the best way to expedite lawn violations as allowed by our By-laws or how to change the process if needed. Kim will contact legal again to try and determine the best solution.

Yard Sale

- Date set for May 20. Board will provide signs & advertising as prior year to be placed on Friday May 19th. Thorman has signs from last year that may be used again (will check)

BBQ

- Belinda will help with food purchase & planning
- June meeting will be used to determine what will be needed
- Send 2nd Flyer end of May

Free Little Library

- Jen presented the option as something to add to the community lot once the gazebo is in place. Board will revisit the purchase/installation at that time

Premium Watering Budget

- The Board has authorized a budget of \$2000 for watering through August. This is based on the estimated and quoted watering requirements of 1 hour/2 times per week at \$55 per hour. Kim will draft an email to Premium explaining the amount and the expectation that watering will not occur if enough rain is received but that additional watering may be required in drought conditions.

Welton Mews Sign

- Sign is badly cracked and faded after being in place for less than 18 months. Kim will send a picture to Andrea to determine if there is a warranty or other option to fix.

Inspection

- Andrea completed the annual inspection on May 9th. The Board felt the inspection went well overall but made some notes for more specific requirements next year.
 - Cite homes more specifically for lawn/landscaping issues & consistency for lawn violations
 - Consistency for items left in front of homes (recreation equipment, mulch bags, etc.)
- Board reviewed the inspection report and sent changes to Andrea prior to mailing

The meeting closed at 8:52 pm.

Action Items:

Kim

- Email Andrea about Poop911 increase service & litter patrol
- Ask Andrea to check on front light repair status
- Email Mr. Zabarah with fence decision
- Email Andrea about Welton Mews sign (warranty)
- Contact legal about lawn violations
- Follow-up on movie rights

Thorman

- Pay Bounce house for BBQ & submit reimbursement
- Check on yard sale signs

Jen

- Send BBQ to Andrea for mailing end of May
- Place yard sale signs if needed
- Email Mr. Martinez about signs

Andrea

- Send violations once received from Board
- Gazebo quotes
- Check on light fix status
- Send Board litter patrol map to authorize

