

SERENITY RIDGE OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES

June 14, 2022

6:30 PM

Via Zoom

- I. **Call to Order:** The Serenity Ridge Owners Association, Inc. Board of Directors Meeting was called to order at 6:30 p.m. Board Members present were Tom Putnam, President; Tim Kiernan, Vice President, Jennifer Elsea, Treasurer and Lilia Rodriguez, Secretary. Board Members absent were Iyad Wazwaz, Member at Large. There were approximately six (6) Homeowners present. Eric Andrews, Community Manager represented Avenue One Properties.
- II. **Homeowner Input:** Owners present were in attendance to observe. It was reported there is a downed tree by the mailbox at S Old Hammer Way and S Oakhill Way needing attention. Tom Putnam requested Eric Andrews to contact Keesen landscaping in the morning about coming out asap to fix the tree before the tree dies.
- III. **Advisory Matters-**Tom Putnam advised there are Minutes missing on the Association website that need to be uploaded. He asked all future meetings be added to the Association calendar and discussed requirements for notices for meetings as discussed with the Association attorney.
- IV. **Approval of Minutes:**
 - a. **Board Meeting Minutes – May 10, 2022:** Tabled
 - b. **Builder Meeting Minutes – April 26, 2022:** Tabled
- V. **Financial Reports:**
 - a. **May 31, 2022:** Jennifer Elsea made a motion to accept the financials. Lilia Rodriguez seconded the motion. Tim Kiernan abstained. The motion was approved and carried.
 - b. **Treasurers Report:** There is no report at this time, the current focus is on collections and will be available for the next meeting.
- VI. **Committee Reports**
 - a. Newsletter-Tim Kiernan discussed costs for using Colorado Design for newsletter preparation and distribution. He outlined the layout and process for consideration as well as additional costs to be expected including postage. He will be getting additional details about agreement requirements, content, etc. for future Board consideration.
- VII. **Unfinished Business:**
 - a. **Slope Failure Issues:** Tom Putnam discussed the current status is unchanged from prior and this item is still pending.
 - b. **Insurance Renewal (renews 08/24/2022):** Tom Putnam will reach out to the broker/agent to facilitate the process.
 - c. **Law Electric – Faulty Underground Lateral:** Work was completed on May 15th, discussion of additional lighting issue with two lamps at sign on Arapahoe. Management will facilitate repair as applicable.
 - d. **Moeller Graf – Flag & Sign Policy:** Pending final document signature.
 - e. **Certificates of Insurance (Avenue One Properties):** Tom Putnam advised there has been no updates to this item and he was advised not to contact the management company's insurance carrier. Management suggested facilitating a conversation with upper Management to resolve any outstanding issues.
 - f. **Removal of Playground Equipment-**Management advised that a specialist will be required and there is still a need for determination of ownership and rights to take such action. Tom Putnam located the vendor who originally put in playground

equipment and they had provided a bid in July 2021 for fixing the damaged playground equipment. That bid was never provided to the current Board. Putnam is working with vendor to up-date the bid for the Board. Contact info will be provided to Ave one properties.

- g. King Soopers Trash-Item** is to be removed from list.
- h. Keesen (Mulch)-Tabled**
- i. Keesen (Native Weed Control)**-Board discussed proposal for \$10,000 as two part process. Consideration was to complete 1/2 of service at reduced cost for re-evaluation. Tim Kiernan made a motion, seconded by Lilia Rodriguez to approve the Keesen proposal to address all native grasses up to \$5,039 for a one-time service. The motion carried unanimously.
- j. New Landscaping Proposal**-There are 4 areas of focus, Jennifer Elsea discussed comparisons with vendors and work outlined. Discussion included adding materials for bulk discount options. The Board agreed work needs to be done, especially in specific areas. Costs of current proposals were discussed and compared. Jennifer Elsea made a motion to accept the LC Landscaping proposal as submitted. Tim Kiernan seconded the motion. The motion carried unanimously. Tim and Jennifer will also oversee the project through completion.
- k. Stump Grinding**-Jennifer Elsea discussed current status and location of stumps and advised there is no need to incur cost for grinding due to location and height of the stumps. The Board agreed with Jennifer's assessment.
- l. Additional Unfinished Business (if determined):** Tom Putnam advised of the updates related to District #1 matter and the proposed meeting to resolve the matter. Association costs for maintaining the designated area will be required and management was asked to help in obtaining those costs. The Board discussed the prior decision to hold regular Board meetings monthly until June of 2022 and the need for continuing. Tim Kiernan made a motion to continue holding regular Board meetings monthly the second Tuesday of each month at 6:30pm via zoom through the remainder of 2022 and to re-evaluate at that time. Lilia Rodriguez seconded the motion. The motion carried unanimously. The Board also discussed preparing for the upcoming annual meeting, election, 2023 budget and process of filling vacancies. Management will prepare a call for candidates along with questionnaire to distribute to Owners in advance. Board was advised of ARC Committee vacancy which needs to be filled. An e-mail blast to be sent to members asking for volunteers to fill the ARC Committee vacancy.

VIII. **New Business:**

- a. Legislative Changes (Policies x3):** Policies included are Collections, Enforcement and Conduct of Meetings. Tom Putnam explained the new laws don't affect old matters or those prior to the change requirements. He discussed turning over applicable accounts to legal prior to new legislative start date. The attorney will update and provide the prepared policies to the Board for approval. Tom Putnam also discussed the need for electing a liaison for the Association to facilitate matters with legal counsel. He advised management will only be permitted to discuss collection matters as needed with attorneys or HB22-1137 matters, all other matters require prior Board approval. Jennifer Elsea made a motion to appoint Tom Putnam the liaison for the Association and Board regarding all legal matters, Lilia Rodriguez seconded the motion. Tom Putnam abstained from voting on the issue. The motion was approved and carried.
- b. Additional New Business (if determined):** None at this time

- IX. Management Report**-Management advised the Board of the costs for the 3 required policies changes. The Board was advised of the upcoming need to complete new bank signature cards related to the recent transition. The Board and management discussed preparation of a reminder message to Owners of responsibilities, violations and seasonal items for distribution.

Next Meeting Date: The monthly Board of Directors meetings are held the second Tuesday of each the month. The next Board Meeting will be held on July 12, 2022 at 6:30 p.m. Meetings will be held via Zoom until further notice.

- XI. **Adjournment:** The Board went into Executive Session at 7:45p.m. to discuss legal matters. The Executive Session ended at 8:05p.m. There being no further business, Jennifer Elsea made a motion to adjourn the meeting. Lilia Rodriguez, seconded the motion. The motion carried unanimously, and the meeting was adjourned at 8:06p.m.