

**STANTON FARMS TOWNHOMES ASSOCIATION  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
June 10, 2019**

A Regular Meeting of the Board of Directors for The Stanton Farms Townhomes Association was held on Monday, June 10, 2019, at Lilley Gulch Recreation Center located at 6147 S. Holland Way in Littleton, Colorado.

- I. Roll Call, Call to Order** –President Garfield called the meeting to order at 7:00 PM. Members present: Gerald (Jerry) Garfield, Pat Fenton and Kathy Hyland. Others present: Residents per the sign in sheet and Kellie Cole, CAM of KC & Associates, LLC, Community Association Manager.

President Garfield noted that a quorum necessary to conduct the business of the Board and the Association was present.

**State of Stanton Farms Townhomes Community (Homeowner Education)** –

1. Is the HOA a bank? “No” The HOA is not a bank. A resident made a comment “What does it matter to the Board if fees are not paid or paid late”. When the Board puts the budget together, it is based on the fees to be collected from all homeowners. The monies collected are for administration, maintenance and reserves. Assessments need to be kept current. When homeowners are delinquent in paying their assessments, it puts a burden on those who do pay in a timely manner.
2. Community Association Magazine Articles – In December 2018, a comment was made by a resident in attendance at the Annual meeting asking why the Board does not defer maintenance to the buildings. Recent Community Association Magazine Articles have stressed the importance of regular maintenance. If the community is not maintained in areas such as repairs and painting, it will cost the HOA more money in the future. Also, when people are looking to buy and see broken windows, they may think the community is not being maintained.
3. Landscape items not only include mowing the lawn once a week but also fertilizing and aeration of the turf, treating the rock beds and turf for weeds, all areas of irrigation maintenance, and pruning of the bushes. In 2010, the Association began removing bushes that had become unsightly and too large for the area where they had been planted and began making rock beds wider. Some of the bushes are still too close to the buildings and too large for the smaller rock beds. Also, trees have been removed because they were diseased, dying, or causing other problems in the areas where they had been planted. Many of these were at the request of the nearby homeowners. Cottonwoods have been planted too close to buildings causing problems with the asphalt driveways, concrete sidewalks and driveways as well as potential problems for the buildings.

**II. Review of Minutes**

1. Following review, upon a motion duly made by Director Garfield and seconded by Director Fenton to approve the Regular Board Meeting Minutes of May 13, 2019, as presented. Motion passed without objection, unanimously.

**III. Financials**

1. Following review and discussion, a motion was made by Director Garfield and seconded by Director Fenton to approve the unaudited May 31, 2019 financials.

**IV. Committee Reports**

1. **Newsletter** – Nothing to come before the Board at this time.

**V. Unfinished Business**

1. Continue to request homeowners to install new window wells high enough so proper backfilling can be done near the foundations. The new window wells need to comply with Jefferson County code requirements. Also raise air conditioning units, if necessary, to do backfill near the foundations with negative grades. Nineteen egress window wells have been installed per the Jefferson County code requirements as of the end of May.
2. Concrete work to begin the week of July 9<sup>th</sup>, weather permitting

**VI. New Business**

1. **Approve 2018 Audit** – Following review and discussion, Director Garfield made a motion to accept the 2018 audit prepared by Michele Giometti, CPA. The motion was seconded by Director Fenton and passed unanimously without objection.
2. **Approve 2019 Audit Proposal** – Following review and discussion, a motion was made by Director Garfield and seconded by Director Fenton to approve the 2019 audit proposal from Michele Giometti, CPA. Motion passed without objection, unanimously.

**VII. Homeowner Hearings** – Nothing to come before the Board at this time.

**VIII. Open Forum** – A resident in attendance stated that illegal fireworks are already going off in other communities around us.

**IX. Architectural Requests**

1. 10577-C To install outside AC unit inside back fence. Approved as submitted
2. 10239-B Request to install fence. Pending
3. 10349-B Landscape alterations. Approved with condition that homeowner sign and notarize a Maintenance Covenant and have it filed with the county.
4. 10349-C Landscaping. Approved with condition that homeowners sign and notarize a Maintenance Covenant and have it filed with the county.
5. 10389-A Replace outside AC unit. Approved as submitted.

**X. Miscellaneous Items**

1. The next Meeting will be held on Monday, July 8, 2019 beginning at 7:00 PM at Lilley Gulch Recreation Center located at 6147 S. Holland Way in Littleton, Colorado.

**XI. Executive Session** – The Board entered into Executive Session at 7:45 PM to discuss attorney privileged information. The Board reconvened from Executive Session at 8:30 PM.

**XII. Adjournment** – There being no further business to come before the Board, upon motion duly made, seconded and passed unanimously, the meeting was adjourned at 8:30 PM.

Submitted by,  
Kellie Cole, CAM  
Licensed Community Association Manager

**THE FOREGOING ARE THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON  
THE DATE STATED ABOVE AND WERE APPROVED BY THE BOARD OF DIRECTORS ON  
THIS 8<sup>th</sup> DAY OF JULY 2019.**

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