

**MINUTES
WORK SHOP AND EXECUTIVE MEETING
OF THE MEADOWLAKES PROPERTY OWNERS ASSOCIATION**

Workshop May 9, 2016

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Executive Meeting May 10, 2016

Workshop:

The workshop meeting was convened at 9:00 AM on 9 May by President Joe Summers. Five members of the Board were present to establish a quorum. Those members present were Joe Summers, Gerry Mason, Len Fate, Dottie Stueckroth, and Jim Woods. Jerrial Wafer and Joy Marcou were absent. There were three residents/visitors in attendance.

The minutes from the April 18 workshop and the April 19 Executive Meeting were presented to the Board for review before approval in the next executive meeting.

Jim, as Secretary of the Board, commented to the Board that the minutes of meetings are generally filling about four pages of details. If the Board considered the minutes too lengthy, he would pare the text down. Board members suggested that the more lengthy text is desirable and contains an appropriate amount of details.

Joe introduced the auditors that recently completed the Association's annual audit, and he asked they brief the Board on their report and financial statements. The auditors stated that the audit was unqualified, which means that they found no issues in the internal controls or financial position that was derogatory. The auditors mentioned that one change in accounting was made during the year after consultation with the Board Treasurer, Joy Marcou. The change reflects a more appropriate recognition of the amount of accounts receivable from unpaid assessments that are assets of the Association. In the past, the accounting statements recognized virtually all accounts receivable for unpaid assessments as uncollectables. The new procedure recognizes that an estimated 80 percent of the receivables will indeed be collected in future accounting years. And, in the future, any uncollectable debts will be written off against the reserve for Bad Debts rather than directly expensing the debts as previously done. This revision will more accurately reflect the asset position of the Association and better match uncollectable debt write-off to actual budget year performance.

Joe introduced Jim York as a visitor in attendance and that he has requested that the Board consider an exchange of equal amount of property that he is purchasing adjacent to POA property for a like amount of POA property. Joe explained that any transaction would require Mr. York to carry the burden of any closing or replatting costs, such that the Association would incur no out-of-pocket costs. Mr. York explained that the properties are part of the triangle of common areas and residences along Fairway Lane. He is in process of purchasing lot 198-12 which is a zero-lot line property that abuts the residential structure on lot 198-11. He handed out plats of the Fairway Lane properties and pointed out that the construction of a residence on lot 198-12 to meet existing building guidelines will create a storm water problem for the neighbors that he cannot solve because of the zero-lot lines. He explained how storm water from the golf course and from the neighbor's gutter will pool at the rear of the residences. He asked that the Board consider exchanging 10 feet of lot 198-12 abutting lot 198-11 for 10 feet of POA common

ground on the opposite side of lot 198-12. The 10 feet distance between lot 198-11 and lot 198-12 would be graded as a swale to drain water between the residences to the street and eliminate any pooling of water at the back of the residences. Board members asked questions about the exterior appearance of the residence and commented that it would be a single-family home among the townhouses. Mr. York explained that his intent is to construct a residence in neutral rock and color schemes to complement neighboring residences. He pointed out that the current residences along Fairway are not a uniform color or masonry, so he cannot claim to match all nearby residences. Joe retrieved the City Zoning map and showed the area is zoned for either townhome or single-family construction. The discussion ended with Mr. York stating he felt the Board needed to consider the impact of storm water flow if the exchange is not made and construction on the existing lot 198-12 is completed as platted.

Joe stated that the first order of Personal Recognition bricks for the Memorial Park was placed and the manufacturer estimates delivery about 16 May. In total, 133 bricks have been ordered, and several additional requests for bricks have been received. Delivery on the 16th will not give sufficient time for the bricks to be placed by Memorial Day. However, we will have the bricks in place during June for the July 4th holiday.

Jim discussed the plans for the future First Responders Park. The park will be designed with a central water feature with solar power and lighting that can be viewed from all sides, so that neighboring residences do not only see the back of the feature. And, the inscription and monument will be adjacent to the water feature. To the rear of the central area will be xeriscape grounds with Italian cypress and low shrubs. Work will begin in June and completion is targeted for a dedication ceremony in memory of 9-11.

Joe talked of the prior month's request by residents for the Association to consider what could be done to improve storm water drainage on Turkey Run at St Andrews. Joe mentioned that a similar problem exists at the intersection of Firestone Drive and Firestone Place continuing down Firestone Drive to the Entry Gate and Broadmoor. The Board discussed the responsibility for storm water problems, citing the Association's responsibility for streets and that the residential constructor should have considered the water issue at the time of construction. Joe described the ongoing request of a property owner to build on lot 519. Discussion centered on the flow of storm water for decades from the golf driving range toward lot 519 because of the direct elevation changes in that direction. It was commented that any construction on lot 519 and any accompanying drainage plan needed to consider the flow of water from the golf course driving range and not simply the water falling on that individual lot. Joe has talked to the City Manager and they have requested an engineering firm with storm water expertise meet with the City and Association representatives to see what might be done and what the costs of study, engineering and construction would be.

Jim discussed the plans for Community Service Training. Everyone agrees that the initial training should be CPR training, and second training should be on the automatic external defibrillators (AEDs). We will try to do the CPR training in the quarter starting 1 July. The EMS can provide the CPR training, but the cost is prohibitive. We are looking at other training sources at this time, when a source is identified.

Joe reported that the change in meeting dates precluded his monthly meeting with the Mayor and City Manager.

Joe mentioned the recent report delivered by the Capital Improvement Committee to the City Council and that some issues would be directed to the Board. Amy Reeves was in attendance and was on the Capital Improvement Committee and provided an overview of the report with specific comments about changes needed to the parks. Joe said the City Council would pass any Association items to the Board in the next few weeks.

Joy was absent, so Joe delayed the Treasurer's discussion until the next monthly meeting.

Dottie reported that the re-surfacing of the RV Storage facility was completed and storm water drainage is as planned. Five tenants have decided that they no longer need their spaces in RV Storage, but there are multiple members on the waiting list.

Len commented that the City had lost the recent court case against a resident for ignoring gate and traffic ordinances. Len expressed his disappointment at the prosecution's performance in court. Also, he has hired a new part-time employee to ease scheduling of guards at the security gate.

Gerry commented that the paving contractor is scheduled to complete repairs at the Security gate and on Meadowlakes Drive near the intersection with Columbine.

The workshop was adjourned at 11:15 AM.

Executive Meeting:

The Executive meeting was convened at 7:00 PM on 10 May by President Joe Summers. All members were present to establish a quorum. Attending were Joe Summers, Len Fate, Dottie Stueckroth, Joy Marcou, Jerrial Wafer, Gerry Mason and James Woods. Len led the meeting in prayer, and Joe led the pledge of allegiance.

Joe asked if there were any discussion on the April minutes. Hearing none, he asked for a motion to approve the minutes. Joy made a motion to approve the minutes, and Dottie seconded. The minutes were approved unanimously.

Directors' Reports.

Joy presented the current status of budget execution and the current and projected cash position of the Association through the end of the fiscal year.. She mentioned that budget performance was in line with plan once the contingency reserve and allocation to the City for the pool are set aside.

Dottie stated that the resurfacing of the RV Storage area was now complete, and occupants of the storage have been advised to re-occupy their spaces. She mentioned that five occupants have decided they no longer need the storage space. She will identify new occupants from the stand-by list in the next few days.

Len related his views of the recent trial of a resident for disobeying gate and traffic ordinances. He expressed his disappointment of the prosecution of the case. Len discussed the scheduling problems among security gate guards during the coming summer months and said that he has hired a part time guard to ease the scheduling of gate coverage.

Jerrial discussed the recent activity in the Building Committee, and reminded Board and audience that the Memorial Day Picnic will be at 5PM on Monday 30 May. He also mentioned that the 4th of July parade is always well attended and is scheduled again on July 4th beginning at the Golf Course parking lot.

Gerry described the problem with the encroachment of mistletoe into the trees along Fairway and the weakening of the trees. They had planned to treat the mistletoe in May, but they have learned that treatment must be done when the trees are dormant. Thus, we will delay until later in the year. He also mentioned that the paving contractor would be making two repairs: one at the exit gate and one on Meadowlakes Drive near Columbine.

Old Business.

1. Joe described for the attendees the Memorial Park Personal Recognition Brick Program and that 132 bricks have been ordered. The manufacturer shipped the bricks on 13 May and estimated delivery to Meadowlakes on 16 May. This would not be sufficient time for placement of the bricks in time for Memorial Day, so we will plan a 4th of July ceremony to coincide with the parade.
2. Jim described recent decisions related to the First Responders Park. Originally the plan was to include a cascading water feature collocated with the memorial. This would present nearby residents an undesirable view of the rear of the water feature and monument. So, the plan has been revised to include a water feature and monument that would be open for 360 degree viewing for both nearby residents and visitors. The feature will include multiple stones or vases with spillways for water into a central basin. The water feature will still be located adjacent to the memorial. At this time, work is anticipated to start in June with a target completion in late August, permitting a dedication ceremony by 9-11.
3. Jim discussed the recommendations for starting up Community Service Training. The initial training is planned to be CPR training in the next calendar quarter. Training for the automated external defibrillator (AED) will follow, with plans for emergency and disaster training in future quarters. Joy brought up the issue of costs, and stated that any costs of facilities or equipment past the actual training course should be approved separately by the Board.

New Business.

1. Joe introduced Jim York, a resident purchasing vacant lot 198-12 on Fairway Lane. Joe explained that Jim has approached the Board to recommend an equal exchange of 10 feet on the west side of lot 198-12 for 10 feet of Association property on the east side of the lot. Mr. York described the request and that the reason for the request was to allow 10 feet separation of the residence to be constructed on the lot from the residence on lot 198-11. The separation is needed to assure that storm water from the golf course and from the roof drainage of 198-11 do not create flooding of existing residences. Mr. York mentioned that he had discussed the exchange with the resident of lot 198-11, and he believed the property owner to be in agreement with the need for a channel to move water between the two properties. Gerry commented that he had concern about the appearance of a single-family home among the townhouses and that separation would not continue the uniformity of exterior appearance of the area. Mr. York commented that the Fairway

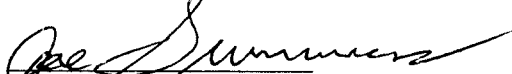
townhouses do not currently have uniform appearance varying from two different stones to brick, trim colors from blue to beige to brown, and shingles from blue to red slate to gray. His intent is to assure the exterior appearance is complementary to the surrounding residences. Joe mentioned that the Building Committee is responsible for approval of the exterior appearance of any building, and he mentioned that the City Zoning Plan currently allows single-family structures on Fairway. The issue for the Board is whether or not the exchange of property to aid in storm water control to protect the proposed residence and adjacent residences is in the best interest of members of the Association. Jim said that he had looked at the elevation changes around the properties abutting the golf course and Fairway Lane. And, the terrain and mounds on the golf course appear to direct the flow of storm water toward the properties discussed. The amount of water obviously depends on weather and on the moisture already in the soil, but calculations show that 1" rainfall in 30 minutes on saturated soil will move about 33 thousand gallons of storm water toward lots 198-10/11/12. In his opinion, building a structure on the existing lot without an escape for storm water will likely create water control problems for the new residence and for neighboring residences. Joe expressed his appreciation to Mr. York for addressing the issue of water control before building and creating a problem for current and future residents. Joe also commented that any costs for closing or replatting if the exchange were approved by the Board must be borne by Mr. York so that the Association would not be required to pay any out-of-pocket costs for the transaction. Joe, asked for a motion by the Board to accept the proposed exchange in principle with Mr. York, provided he brings to the Board a plan for construction and storm water drainage control accepted by the City Building Committee. Joy made the motion to accept the exchange in principle with requirement for approved plans. Jim seconded the motion. The motion passed with four members voting for the motion (Joy, Len, Dottie, and Jim) and two members voting against the motion (Gerry and Jerrial). Joe did not vote since the motion passed.

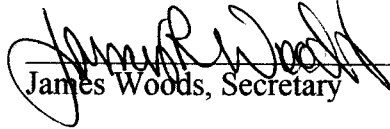
2. Joe explained that the Board is aware that storm water control is an important issue for the community. He mentioned the resident that addressed the problem at Turkey Run and St Andrews at the April meeting. He related the current request by a builder to approve construction of a residence on lot 519 at the intersection of Firestone Place and Firestone Drive. This lot receives a significant portion of the storm water from the golf course driving range, and the Association and the City Building Committee is concerned that new construction will divert storm water from the golf course to other residences adjacent to the lot. This intersection is also critical in the flow of water down Firestone Drive to Meadowlakes Drive and Broadmoor. Joe has worked with the City Manager to contact an engineering firm with expertise in storm water control and with specific knowledge of Meadowlakes drainage. A meeting with the firm is planned for 18 May to see what costs and timeframes would be to engage a firm to provide options and costs to improve storm water control. Joe emphasized that this meeting did not commit the Association or the City to any improvements if the costs were excessive or if other residents would be adversely impacted by any recommended action. He reminded the Board and the visitors that the streets and golf course and the flow of water from these improvements existed prior to construction in the areas of concern, so the responsibility has always been to the builder and resident for storm water control. However, if improvements can be made to make our community more enjoyable to all residents without excessive expense, the Board and the City need to evaluate those options.

Joe asked if anyone in the audience would like to offer comments on any issues covered in the meeting or any new issues to be brought to the board. No comments were received.

Joe announced that the next Executive meeting would be at 7:00 PM on June 14.

The meeting was adjourned at 8:20 PM.


Joe Summers, President


James Woods, Secretary