

**Minutes  
Workshop and Executive Meeting  
Board of Directors, Meadowlakes Property Owners' Association**

**Workshop, November 6, 2017**

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**Executive Meeting, November 14, 2017**

**Workshop:**

The meeting was called to order at 6:00 pm by President Joe Summers.

All board members were present. Seven residents also attended.

Minutes of the September workshop and monthly meeting were presented for review before final consideration at the next executive meeting. Minutes of the October 14, 2017 Annual Meeting of the Property Owners' Association were also distributed to board members for their information.

Gerry Mason provided information on the Meadowlakes drainage project, focusing on replacement of the Broadmoor culvert and restructuring of the water flow on Turkey Run. He said he plans to provide copies of the drainage plan and possibly price estimates for its opening phase at the next monthly executive meeting.

Amy Reeves presented a proposed plan for the buffer zone at Dollar Children's Park. She provided information on the plants proposed for the zone. James Woods also joined in the discussion. Further discussion among the board and others in attendance suggested that input from adjoining property owners should be received before proceeding further and that the gravel currently in playscapes should be replaced by something like mulch. Amy said she would contact the property owners, try to get cost estimates for the mulch and report back to the board at a future date.

Richard Salinas presented plans for the November 11 Veterans' Day ceremony. Joe Summers joined in the discussion about some aspects of the program. Both will work on advertising and setting a program agenda. Richard will contact local invitees and advertise the event to residents.

Mel Hazlewood presented information on Christmas gratuities given in 2015 and 2016 to security guards and certain Meadowlakes City employees. Following some discussion, Joe asked Joy Marcou, Jerrial Wafer and Gerry Mason to present at the next executive meeting suggested amounts to give to the same set of people.

The board discussed terms of board members elected at the October 2017 Annual Meeting. Discussion of the issue disclosed some uncertainty about terms of all members. Joe asked Joy and Mel to consider the matter and report to the next executive meeting.

Joe reviewed his recent meeting with the Meadowlakes Mayor and City Manager and highlighted both the recycling/garbage contract coming up for renewal in January 2018 and the reorganization of the golf course and restaurant.

Joy Marcou presented the budget and cash balance analyses for the first two months of the fiscal year. She went into additional detail on particular budget issues to give new board members needed background.

Amy Reeves reported on recent recreation activities. The October music event was well-received and well-attended, so she will plan similar events for the future. She also discussed the upcoming Ladies' Night Out; a possible New Year's celebration; and, the Chick-Fil-A block party possibility.

Jason Hohenberger reported on the storage facility. There was some discussion of possible repairs; history of the facility; and, billing procedures.

Jerial Wafer gave the security report.

Richard Salinas followed with comments on celebration activities.

Gerry Mason reported on maintenance and recent activities.

Joe asked if there were any citizens' comments. There were none.

The board identified four agenda items for the executive meeting. Mel will give the prayer and Joe will lead the pledge of allegiance.

Joe asked if there were additional comments. Hearing none, he asked for a motion to adjourn. Joy moved for adjournment and Gerry seconded. Approval was unanimous. The meeting adjourned at 7:55 PM.

### **Executive Meeting:**

President Joe Summers called the meeting to order at 6:00 pm. Five members were present: Joe Summers, Mel Hazlewood, Richard Salinas, Joy Marcou and Gerry Mason. Jerial Wafer and Jason Hohenberger were absent. Eight residents were also present.

The prayer and pledge of allegiance were given.

Minutes of the September 2017 meetings were presented for approval. Richard Salinas moved that they be approved and Joy Marcou seconded the motion. The minutes were approved by unanimous vote of those present.

Joy Marcou gave the Treasurer's report and spoke about the cash management and budget analyses for the period ending October 31, 2017. Available cash on hand in the operating budget, less future budgeted expenses, is \$217,136.27. Budgeted expenses for the fiscal year are basically on target.

Jason Hohenberger was not present for the storage facilities report; however, Gerry Mason noted that he is working with Jason to remove some fencing and a tree which are obstructing use of a portion of the facility.

Richard Salinas gave the report on celebrations. He said the September 11 Veterans' Day Ceremony was well-attended and went smoothly. He also said he is beginning to plan for the annual Christmas decoration awards.

The board then discussed orders for memorial bricks for the Memorial Park.

Board member Jerrial Wafer came in and was noted as present.

The board and residents in attendance continued to discuss purchases of memorial bricks.

Jerrial Wafer gave the security report. Jerrial noted that 39 new decals had been distributed since the last meeting and that the gate was busy on Halloween. The board briefly discussed gate entry practices on Halloween night.

Gerry Mason gave the parks and maintenance report. He noted some property damaged at Lakeside Park had been replaced; pointed out needed removal of a tree and some fencing at the storage facility; and, discussed grass maintenance at Lakeside Park and repair of other POA property.

### Old Business

Gerry Mason said he hopes to be able to report on pricing for the draining project on Broadmoor at the next meeting. He said that this portion of the overall project is to be paid out of present budgeted expenses. He said he will review the maintenance budget for any need of supplementation when the Turkey Run drainage project is reached.

Amy Reeves was not present for the Dollar Children's Park report, but Jim Woods said that he would try to provide some information at the next board meeting.

Joy Marcou distributed an informational sheet for suggested amounts of Christmas gratuities for POA security personal and certain city personnel. The amounts were discussed. An additional person was added to the list of city personnel. Jerrial Wafer made a motion that the people on the list be paid at the suggested amounts. Richard Salinas seconded. The motion was unanimously approved. The sheet information sheet incorporated in the motion is attached at the end of the minutes.

Jerrial Wafer then expressed concerns that the gratuity amounts to be paid would be reduced by income tax. The point was discussed. The board agreed to consider the issue in setting the amounts of any gratuities it might pay in 2018.

Joe Summers raised the issue of term length for board members. Jim Woods had researched the subject further since the workshop meeting and had sent an information sheet to Joy Marcou and Joe Summers. Joy said that she had considered Jim's assessment and agreed. After some discussion, the board agreed that the following terms are accurate:

Joe Summers, term expires 10/19  
Jarriel Wafer, term expires 10/20  
Joy Marcou, term expires 10/18  
Gerry Mason, term expires 10/18  
Jason Hohenberger, term expires 10/20

Richard Salinas, term expires 10/20  
Mel Hazlewood, term expires 10/19

Joe Summers asked for citizen comments, if any.

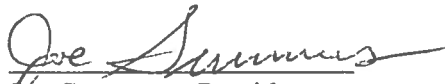
Christina Forsyth spoke about the need for a stop sign on Colonial at its intersection with Columbine near the Olympic Fields/Columbine intersection. This was discussed but no further action contemplated.

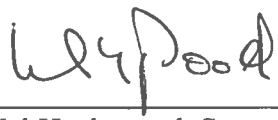
The board discussed the need for a meeting in December. It was agreed that a workshop and executive meeting were needed and that the following would be discussed:

1. Status update on the drainage plan;
2. Discussion of property at junction of Firestone Place and Firestone Drive; and,
3. Update on Dollar Children's' Park.

Joy Marcou moved that the board adjourn. Gerry Mason seconded. The motion was unanimously approved.

The next workshop meeting will be on December 4, 2017 and the next executive meeting will be on December 12, 2017.

  
Joe Summers, President

  
Mel Hazlewood, Secretary

12/12/2017 1:37 PM