

**BLACKFEATHER CONDOMINIUM ASSOCIATION  
BOARD MEETING MINUTES  
WEDNESDAY, JULY 26 2017  
COMMUNITY CLUBHOUSE  
CASTLE ROCK, CO 80104**

- I. **ESTABLISH A QUORUM** Meeting was called to order at 6:31pm by Director Carl. The following Board members were present for quorum.  
Chip Carl, President/Treasurer Becky Chappell, Secretary
- II. **APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST**  
**Board Announcements** – Chip Carl reported Chuck Conner has resigned from the Board due to other demands and health issues.  
**Board approves the agenda or makes motions to recommend modifications** – There were no modifications to the agenda  
**Board members disclose any conflicts of interest regarding agenda items** – There were no conflicts of interest among the Board related to topics on the agenda.
- III. **HOMEOWNER FORUM** - The Homeowner Forum included the following comments. Homeowner reported building one has high pressure and he has checked several locations. The Association will have the pressure checked in all of the buildings and if the reading is high, the pressure reduction valve will be replaced. Homeowners reported they have installed components in their condominiums to reduce pressure. The tree at building 2 needs to be removed. Another homeowner asked for paint that matches the garage. Chip indicated he would assist. The residents of unit 101 in the apartments have children that ride scooters through the common areas. Management will be notified.
- IV. **COMMITTEE REPORTS**  
**Landscape Committee** – The landscape committee presented their minutes to the Association in writing.  
**Welcoming Committee** – There was no report from the welcoming committee
- V. **HOMEOWNER CORRESPONDENCE –**  
**Homeowner Hearings** – A hearing was scheduled regarding a dog off the leash. The homeowner did not attend. On a motion duly made and seconded, it was unanimously resolved to impose a fine of \$100  
**Board members review correspondence from the community** – There was no correspondence for the Board to review.
- VI. **MINUTES –April 26, 2017** – On a motion duly made and seconded, it was unanimously resolved to approve the minutes from the April 26, 2017 meeting.
- VII. **FINANCIAL STATEMENTS APRIL - JUNE 2017** – The Board and management carefully reviewed the financials. All questions were fielded. On a motion duly made and seconded, it was unanimously resolved to approve the financials from April to June 2017
- VIII. **ITEMS TO RATIFY**  
**Spa Heater Replacement** – On a motion duly made and seconded, it was unanimously resolved to approve the contract to replace the spa heater.  
**Tree Installation** – On a motion duly made and seconded, it was unanimously resolved to approve the tree installation in the middle of the circle drive.

**IX. UNFINISHED BUSINESS**

Manager's Report – Management gave a report of items completed since the last meeting

**X. NEW BUSINESS**

**Acuity Insurance Requirements** – Homeowners were advised of the requirements set forth by Acuity to remove any fuel driven grills. The Association will adopt a policy to restrict any type of grill except for electric.

**Maintenance and Insurance Chart** – The Board was supplied with a draft maintenance and insurance chart. The Board is going to review and consult with the attorney on some items.

**Irrigation Repairs** – The Association made extensive irrigation repairs and believe the issues have been solved.

**Landscape Proposal** – The Board reviewed a landscape proposal from Schultz Industries. Management reported another proposal was forthcoming from a local vendor. On a motion duly made and seconded, it was unanimously resolved to table this matter for another proposal.

**Sale of BFL Investments** – Director Carl reported it has come to the Association's attention that the apartments will be sold. The closing is scheduled for August 1. The water used by apartments is being reviewed and submitted to the title company for reimbursement to Black Feather Condominiums.

**Power Washing Proposal** – On a motion duly made and seconded, it was unanimously resolved to table the proposal to power wash the buildings and common areas. Lemlux Construction will be asked to supply a proposal.

**Community Lighting** – All of the common area lights have been replaced. The Board reported the Association should realize a return on their investment in one year.

**HOA Irrigation** – Town of Castle Rock – Management reported the Town of Castle Rock is turning off the irrigation on commercial irrigators if they are watering outside of the allowed hours. The Board is concerned the clock timers and the allowed hours will not cover the entire community. Homeowners were advised the common areas may stress in hot weather.

**Schedule Next Board Meeting Date** – Wednesday October 25, 2017 at 6:30pm This meeting will be held so the Board can review the budget.

**Other** – There were no other items brought before the Board.

**XI. ADJOURNMENT** – On a motion duly made and seconded, it was unanimously resolved to adjourn the meeting at 8:09pm

**XII. EXECUTIVE SESSION (Discuss Delinquencies)**

Respectfully submitted by Molly Ryan:

# Landscape Committee | Minutes

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Meeting date | time 6/14/2017 2:30 PM | Meeting location *Clubhouse*

Type of meeting	Inaugural	Attendees
Facilitator	Heather:	Becky, Heather, Irini, Carol, Kimberly, Alice

## AGENDA TOPICS

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Time allotted | 15 minutes | Agenda topic *Board Vision and Chair* | Presenter *Becky*

### Discussion:

Quorum was established. Becky described the board's desire to improve the landscape of the area and involve community members. Board members have been tracking down and providing remedy to sprinkler heads and drip lines. The Board is hoping for recommendations from the committee for improvements and specific projects to be implemented. Things that cannot be done with volunteer resources can be bid by the board. There is no specific budget for the committee this year, but recommendations can be given for next year's budget. There is money budgeted for landscaping that has been judiciously used.

Heather volunteered to chair the committee and there were no other volunteers.

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Time allotted | 30 minutes | Agenda topic *Introductions and personal objectives* | Presenter *Heather*

### Discussion:

**Becky:** living here for 1.5 years; goals – meeting people, less rock

**Irini:** recently moved here; goals - talk to landscapers about plants that thrive in our area , more greenery and less rocks, plant choices that do not have neonicotinoids (bee killing pesticides), be conscientious about pesticide use

**Carol:** living here 3 years; goals – be more informed from board on their landscaping activities, choose flowering plants- potted if necessary to make the community better, find way to allow residents more control of immediate common area space, get hands dirty

**Alice:** living her for 3 years; goals: meet people, be social, get hands dirty, make things prettier, take care of weeds

**Kimberly:** living here 5 years; get rid of weeds in shrubs, sick of rock, find ways to get greenery and flowers

**Heather:** lived 3 years; establish a community garden, get hands dirty, replace ugly rock with prettier rock/mulch, prettier bushes, smart planting with water conservation & rabbit proof

### Conclusion:

Overwhelmingly, the committee members expressed a desire to have a pleasant social group that will mitigate the ugliness of the rock by adding greenery and flowers to the landscape plan. Members expressed a desire to use the already paid for/budgeted services as well as getting their own hands dirty.

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Time allotted | 30 minutes | Agenda topic *Initial Project Brainstorm* | Presenter *Heather*

### Discussion:

Assessing Current Status of Buildings: Becky advised that city has strict watering requirements including zone based watering. Carol reported she took pictures of every building; she noticed that areas with healthier trees have healthier grass, there are lots of dead bushes and plants; Building one is in the best shape except one area that is barren; eight looks good but run off drain needs more rock; Building five six and seven has great grass on south, north side rock; Irini shared info about pesticides and experience with neighbors reporting grass had died and been replaced with rock without attempts to recover grass. Also, apparently a new tree will be planted in front of building 6. Kimberly described weeds growing up from bushes as well as rock areas.

### Conclusion:

Each building will be photographed and assessed by a member of the committee. Assessments will be best case and the group will work backwards to prioritize and scale. Expert advise will be sought to inform the group about low maintenance plants that will thrive given the water and soil conditions. The committee will learn about the paid services provided by the landscaping committee and consider how to monitor. The committee will learn about the status of the water systems and especially where there are issues.

Action items	Person responsible	Deadline
Take pictures of building and upload to google drive	1 & 4 Heather, 3 Kimberley, 2 & 5 Carol, clubhouse & 6 Irini, 7 & 8 Becky	6/22
Make recommendations for improvements through google docs	Same	6/22
Arrange for landscaping presenter	Irini	open
Update from board on landscaping contract details, watering issues	Becky	6/22

Time allotted | 15 minutes | Agenda topic *Open Air/Parking Lot* | Presenter *Free for All*

Discussion:

Heather has created a gmail address: [BFHOALandscape@gmail.com](mailto:BFHOALandscape@gmail.com). She provided the password to the committee members present and will be emailing all from the email box so that they can access the drive account and google docs. Signup genius will be used in the event the committee needs a way for people to volunteer time.

Action items	Person responsible	Deadline
Upload minutes and invite committee members to google drive	Heather	6/14/2017 12:00 AM

| Agenda topic *Future Meetings and Adjournment* | Presenter *Heather*

Discussion:

A work group will meet June 22 Thursday/ 6Pm to review assessments and landscaping contract  
 Next commlttee meeting pending guest speaker availability, preferably evening  
 Meeting Adjourned 3:45 PM