

Lake Front Townhomes, Homeowners Association, Inc.  
2013 Annual Meeting  
DRAFT

Date: November 4, 2013

Time: 6:30PM

Place: Broomfield Recreation/Senior Center – 280 Lamar Street, Broomfield, CO

**Order of Business**

**Call to Order**

Meeting was called to order at 6:35 p.m. Board members in attendance were Brandon Standifird, Jay Modglin and Al Cameron. In attendance from Stillwater Community Management were Holly Bristol and Scott Bristol.

22 homes were represented, including proxies, quorum was met.

Per the Governing Documents, proof of meeting notice was reviewed by homeowners. All agreed notice was mailed not less than 10 days prior to the meeting.

**Current Business**

**1. Review of 2012 Annual Meeting Minutes**

- a. Meeting Minutes were approved with comments that not all items on the minutes were completed by the HOA in 2013.

**2. Budget**

- a. Budget for 2014 was approved by the Board and dues will remain constant at \$159 per month.

**3. Board Member Election**

- a. Brandon Standifird and Jay Modglin resigned their posts. Brandon ran again for the HOA Board. Lynn Goei volunteered to serve in the 3<sup>rd</sup> Board position. Via voice acclamation, both Brandon and Lynn were voted to join Al Cameron on the Lake Front Townhomes HOA Board.

**4. Management Report**

- a. Review of completed HOA projects 2013
  - i. Landscape Replacement – Trees
  - ii. Mudjacking – a first round of mudjacking took place to be followed by a second round in the spring/summer of 2014.
  - iii. Seal coating and restriping of paved areas
  - iv. Painting of trim of Buildings V, N and J
- b. HOA projects for 2014
  - i. Mudjacking and concrete work
  - ii. Additional painting of trim and fencing
  - iii. Landscape replacement – shrubs
  - iv. Lighting in areas with stairs – test light is ordered and will be install asap
- c. Snow Removal and Landscaping Contractor – Vargas
  - i. `SCM to meet with Vargas to remind them of areas of concern within the HOA for snow and ice removal.
  - ii. Sand will be used on streets along with ice melt if necessary.



## Old Business

### 1. Parking

- a. Discussion of parking in Lake Front. Residents are encouraged to use their garages if their cars fit. Any use of a garage that prohibits a resident from parking in it, i.e. storage, work shop etc., is a violation of the Governing Documents of the HOA and can be fined.
- b. Board will keep an eye on parking and may consider additional steps to monitor and control parking.

### 2. Dog Etiquette

- a. Residents are encouraged to keep their dogs on leash and to pick up after their dogs.
- b. Board may consider adding "poo-stations" in common areas.

### 3. Design Review Committee (DRC)

- a. A Committee of residents have been working on approving DRRs in a timely manner. Please remember that ALL EXTERIOR CHANGES TO A HOME OR LOT NEED PRIOR APPROVAL OF THE ACC.

### 4. Insurance

- a. The HOA is obligated to insure the exterior of the buildings and for liability coverage in HOA owned common areas. Homeowners are responsible for insuring the INSIDE of their units, from the drywall in. This is typically called an HO6 policy in the insurance business and any agent can provide this to you. Homeowners need to review their coverage yearly to make sure that they are adequately covered.
- b. The HOA also recommends that Homeowners purchase what is called an "special assessment" rider to their homeowner's policy. This type of coverage will cover a homeowner in the event the HOA needs to charge a special assessment.

## Open Forum

1. It was suggested that during snow removal that Vargas avoid piling snow at handicapped ramps.
2. Homeowners suggested that mirrors be installed on tight corners to help driver see around buildings. Another suggestion that a fence be added to the top of the retaining wall along building B
3. Residents suggested that plexiglass window well covers be added to the Design Guidelines for Lake Front Townhomes.

## Review Action Items for SCM

### Adjournment at 8:13PM



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Submitted By: Holly Bristol, SCM, November 4, 2013

