

**MINUTES  
LOWRY COMMUNITY MASTER ASSOCIATION, INC.  
DIRECTORS MEETING  
March 27, 2014**

**CALL TO ORDER:** Josh Thall called the meeting to order at 6:16 p.m.

**ROLL CALL:** The following were present:

- Board of Directors – Josh Thall, Gary Duke, Joel Malecka, Ed Fronheiser, David Harlor, Mark Barela, and Makela Hubbel
- Mary Carr, LCMA Executive Director
- Trish K. Harris, Esq. HindmanSanchez, P.C.
- Karen Becker, MSI, LLC; Randy Dunton, MSI, LLC

**PUBLIC COMMENT:**

- Boulevard One Master Association Q&A – Monty Force with the LRA was present to answer questions about Boulevard One and whether the new development at Boulevard One will be part of the LCMA. Monty discussed that the rights of the LRA in relation to annexing Boulevard One into the LCMA have expired or were about to expire. Monty also discussed the sustainability desires of the City in relation to Boulevard One. Ultimately, the LRA has determined to create a separate master homeowners association for Boulevard One, but the LRA is still interested in having a cooperative relationship with the LCMA to the extent possible in relation to things like using the same contractors to achieve economies of scale and the like. The LRA would also like to appoint a member of the LCMA Board to the Boulevard One board once the Boulevard One association is set up.

**ACTION ITEMS:**

- Approve Board meeting minutes from January 28, 2014: Motion to approve the January 28, 2014 Board meeting minutes was made by Josh Thall and seconded by Dave Harlor. The motion carried unanimously.
- Ratify Appointment of Mark Barela to LCMA Board. Motion to ratify the appointment of Mark Barela to the LCMA Board of Directors was made by Josh Thall and seconded by Gary Duke. The motion carried unanimously.
- Ratify Appointment of LDRC Members. Motion to ratify the appointment of LDRC members pursuant to Resolution 2014-04 was made by Josh Thall and seconded by Ed Fronheiser. The motion carried unanimously.
- Sign / Approve Resolutions
  - Authority of LDRC and BAG (2014-05): Motion to approve Resolution 2014-05 regarding the role of the LDRC and BAG in relation to design review was made by Ed Fronheiser and seconded by Gary Duke. The motion carried unanimously.
  - Notice of Expiration (LCMA / LRA): Trish Harris explained that there are two prior agreements between the LCMA and the LRA regarding rights the LRA reserved when it voluntarily surrendered control of the LCMA several years ago. Both of those are recorded agreements. Trish Harris explained that those agreements have expired by operation of law. As such, the proposed Notice of Expiration is an acknowledgement of the expiration of those prior agreements, which would be recorded. Trish Harris will present the Notice of Expiration to the LRA's attorney for review and approval
- Approve Revised Design Guidelines, Rules and Regulations: BAG has worked with Mary Carr and Karen Becker to revise the Design Guidelines. These Design Guidelines apply to

modifications to existing structures in Lowry, which is under the jurisdiction of the HDRC. Motion to approve the Revised Design Guidelines, Rules and Regulations was made by Josh Thall and seconded by Gary Duke. The motion carried unanimously.

- Approve Aspens & Moon Maintenance Easement: Jim Lusche from the Lowry Foundation attended to speak about the Aspens & Moon artwork the Foundation would like to install at Tailwind Park. Mary Carr discussed the process used to select the artwork to be installed. Trish Harris reported that the proposed easement drafted by HindmanSanchez is still being reviewed by the Foundation's legal counsel. The Board will vote via e-mail to approve the easement once Trish Harris and the Foundation's counsel finalize the easement.
- Renew Insurance: Karen Becker reported that the Association's insurance broker, Peliton, went out to bid to four carriers for insurance. Karen presented the recommendation from Peliton for the Association's insurance, including property, liability, directors and officers, workers compensation and umbrella policies. The Executive Committee met and voted to recommend the proposed from Peliton, which is actually under the budgeted amount for insurance. Motion to accept the proposal as presented by Peliton was made by Josh Thall and seconded by Ed Fronheiser. The motion carried unanimously.

## **COMMITTEE REPORTS:**

### **Executive Committee**

- Approval of February 2014 financials. The Executive Committee recommends approving the February 2014 financial statements. Motion to approve the February 2014 financial statements was made by Gary Duke seconded by Dave Harlor. The motion carried unanimously.
- Reserve Plan – 2015: Gary Duke presented the updated reserve plan, discussing specifically alley maintenance, playground equipment, ground cover and mulch, and irrigation system improvements.

### **Buildings and Grounds Committee (BAG):**

- Gary Duke presented the report from BAG.
- Revised BAG Committee Charter: This was tabled to the next meeting.
- Capital Project: Shade Structures & Picnic Tables at Liberator & Mustang Parks: Mary Carr discussed proposed shade structures at Liberator and Mustang Parks. Owners in the Northwest Neighborhood have requested shade structures for these parks. Mary Carr researched options and presented a bid to the Board for shade structures in each park, which would come down in the winter, and picnic tables for each park. The bid for one shade structure for each park and for two picnic tables for each park is approximately \$27,000. The funds would come out of the capital improvements fund. Motion to approve shade structures and tables for Liberator and Mustang Parks, not to exceed \$30,000, was made by Gary Duke and seconded by Ed Fronheiser. The motion carried unanimously.

### **Events Committee**

- Mary Carr presented the report. All events are on the website.
- Josh Thall reported he met with Chris Franks of the Lowry Foundation regarding the 20<sup>th</sup> anniversary celebration.

### **Executive Director's Report**

- Board Contact Information: Mary Carr will be sending out a Google form to the Board members to get their board information and to determine if that will work for e-mail voting.
- Mary Carr discussed setting up an Ask the HOA page on the website where owners could easily click on a section of the Design Guidelines to make it easier to navigate.
- Mary Carr reported on the Lowry Business Alliance, which is about to appoint a board of directors. Their membership will only be open to LCMA members or those who lease or own commercial space in Lowry. Mary Carr would like to create a Lowry Business Alliance page on the LCMA website.

### **NEXT MEETING:**

- LCMA Board Meeting – April 24, 2014 at 6:00 p.m., at the Eisenhower Chapel.

### **ADJOURNMENT:**

Motion to adjourn was made by Josh Thall and seconded by Gary Duke. The meeting adjourned at approximately 8:02 p.m.