

Town Homes at Red Rock Meadows
Special Board Meeting Minutes

Date: September 28, 2024

Meeting Called to Order:

Michael called the meeting to order at 3:05 PM.

Attendees:

- Amber Watkins
- Tharen Leesch
- Paul Davidson
- Adrienne Prunty
- Michael Prunty
- John Rankin

New Business:

1. Violations and Fines Documentation

- Three different drafts of the violations and fines policy have been completed. The team discussed where they stand on finalizing the latest draft and addressed any questions.
- Paul: Asked about the components of each violation level.
- Michael: Explained that each violation will initially be a courtesy letter. All violations will go through the Architectural Control Committee (ACC) for confirmation, after which the letter will be sent to the homeowner to correct the violation. If unresolved, the issue will escalate to the Board of Directors (BOD) for further action.
- Example Provided by Michael: If a homeowner on Coghill lacks sufficient trees and receives a letter, they will be given a time limit to address the issue (e.g., until April) to maintain good standing.
- Tharen: Suggested adjusting the timeline from 7-10 days to 7-14 days for compliance time frames.

- Discussion on Property Management Companies: The documentation will differentiate between individual occupants and owners.

2. Responsibility of Owners:

- Paul: Emphasized that regardless of occupancy, the owners bear ultimate responsibility for compliance.

- Concerns Raised: Issues with prior property management companies were noted, highlighting the importance of verifying accurate contact information for owners.

3. Motion for Draft Approval:

- Michael: Motioned to affirm Draft #3 of the violations and fines policy. All members voted in favor. Motion carried.

Legal Review: Michael motioned for a legal review of the Violations Policy to ensure it is enforceable and defensible. Adrienne seconded the motion. All members agreed, and the motion carried.

4. Homeowner Notification:

- Paul: Suggested a preliminary notification to homeowners regarding violations to gauge reactions.

- Michael: Responded that fairness and documentation are priorities; there will be no informal "testing of the waters." Homeowners will receive a courtesy letter allowing them to correct violations.

5. ACC Involvement:

- Michael reiterated that violations would be processed through the ACC first, allowing homeowners to request a hearing if necessary.

6. Policy Posting:

- The final policy will be posted for member awareness, and letters sent will include website contact information for further inquiries. The Board and ACC will report the number of violations during meetings.

Adjournment:

Michael adjourned the meeting at 3:30 PM. Tharen seconded, and all were in favor.

Additional Notes:

- John arrived at the meeting at 3:30 PM.
- John raised concerns about the ultimate goal if violations are not addressed, noting that issues may be referred to legal counsel after reaching the maximum fines.

Follow-up Actions:

- Michael: Confirmed with John regarding his support for implementing the policy and proceeding with legal review.

Next Meeting: Scheduled for November 6, 2024 @ 5:30 PM