

Dave Ritter, President - Bill Woodward, Secretary - Suzanne Roth, Treasurer - Matt Zubrod, Director — Casey Ward, Director

**BOARD OF DIRECTOR'S MEETING**  
**Tuesday, May 19, 2020 at 6:00 PM Mountain Time**  
**Meeting held Via ZOOM Teleconference**

**RECORD OF PROCEEDINGS**

**ITEM NO. 1: Determine Quorum – Call to Order -**

*Meeting called to order at 6:22 PM. It was determined a quorum of Directors was present.*

**Directors Present Included:** Suzanne Roth, Tres., Bill Woodward, Sec. Casey Ward, Dir Matt Zubrod, Director

**Others Present:** Tyler Schube – Lot #19, Ryan Warren (Woody Creek Station Owner), Hank Hays, Tracy Forristall, Jerome Simecek and Val Loughman of The Romero Group

**ITEM NO. 2: Approval of Agenda**

*Mr. Roth made a Motion to approve agenda; second by Mr. Woodward.*

*The Motion passed unanimously by voice vote.*

**ITEM NO. 3: Approval of Minutes from April 21, 2020**

*Ms. Roth made a Motion to approve April 21, 2020 Meeting Minutes as written; second by Mr. Ward.*

*The Motion passed unanimously by voice vote.*

**ITEM NO. 4: Home Owner Comments:** No homeowners made comments.

**ITEM NO. 5: Manager's Report -**

- Construction Update from ACC meeting
  - Lot # 29 – New home is to be delivered May 21, 2020 and set in place on the lot.
  - Lot #104 – Adjacent neighbors were notified of new home. After 30day notice requirement is fulfilled, Management will send letter to owner from ACC to present to Pitkin County for permitting.
  - Lot# 45 – ACC board determined owner can proceed with deck replacement and does not need ACC approval since total square footage area is less than 200/sf.
  - Lot # 18 – Owner was asking for clarification on installation of a plant trellis in backyard. Board gave direction and rules per ACC regulations.

**ITEM NO. 6: Old Business -**

- **Merger with Metro District -**

Mr. Hays mentioned the draft version for blending Metro Dist. and HOA was sent to the HOA Board in April. The process has halted account of the Coronavirus pandemic. There had not been any comments received by either boards.

Dave Ritter, President - Bill Woodward, Secretary - Suzanne Roth, Treasurer - Matt Zubrod, Director — Casey Ward, Director

- **Lot # 19:** Mr. Hays mentioned a notice and phone call have been communicated to owner regarding parallel parking on lawn at residence. Owner has not corrected the violation.
- **Lot # 59** – Mr. Hays advised management has contacted the owner and they are following the HOA rules. There was mis-communicated information to the management.

**ITEM NO. 7: New Business – Mr. Hays gave an update on violations and owner requests.**

**a. Update by Woody Creek Station** – Mr. Warren, owner of Wood Creek Station (WCS), requested to address bi-annually the HOA meetings to give updates on what is happening at WCS and getting homeowners comments regarding concerns. The WCS station is currently considering, when the garden centers contract expires in the fall of 2020, to have a food cart on the property. Mr. Warren is working with the proprietor of 520 Grill. WCS would stop their current food selection inside the station. 520 Grill would put a food cart where the current garden center is located, with outdoor seating and higher level of food. Additional parking would be added of approximated 20 spaces. Mr. Warren believes water usage would decrease and traffic lessen without garden center deliveries. The board asked several questions regarding parking concerns and waiting for gas. Mr. Warren stated at this point the concept is just in the preliminary stages.

**b. HOA Election and ACC Board** – Mr. Ward stated his seat expired and he will not be running for another term. There are 3 ACC public seats needed to be filled and 1 HOA seat. Management to send out applications to owners soliciting serving on the board.

**c. Annual CleanUp Day** - Management stated the 2020 Annual Clean up day will be June 8<sup>th</sup> – 10<sup>th</sup> and will be performed again this year by Tony with Mountain Maintenance. Residence have been asked to put their discarded items out by on Monday morning, June 8<sup>th</sup>.

**ITEM NO. 8     Executive Session (if needed)** [No executive session was required.]

**ITEM NO. 9:     Next Meeting Date**

The next Board meeting will be held Tuesday, June 16, 2020 at 6:20 PM.

**ITEM NO. 10: Adjournment**

The meeting adjourned 6:52 PM Mountain Time.

The foregoing minutes constitute a true and correct copy of the above referenced meeting and the Board of Members of the Aspen Homeowner's Association LTD, approve said minutes on the date below.

\_\_\_\_\_  
Date of Approval

\_\_\_\_\_  
Association Manager  
Hank D. Hays