

DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION

ANNUAL/BUDGET RATIFICATION MEETING MINUTES

January 17, 2011

SUBJECT TO MEMBER APPROVAL

CALL TO ORDER

The meeting was called to order at 7:10 p.m. Board Members in attendance were Kevin Raasch, Steve Knight, Robert Prilika, Bob Ryckman and John Colombi. In attendance from MSI, LLC was Kathi Burdess.

ROLL CALL

There were 43 homeowner present in person or by proxy which satisfies the quorum requirement of 20% or 25 homeowners present.

INTRODUCTIONS

Kevin introduced himself and requested the Board and Community Manager introduce themselves.

PURPOSE OF MEETING

The purpose of the meeting was to elect two homeowners to the Board of Directors, ratify the budget and update homeowners on the business of the Association.

PROOF OF NOTICE

The notice was displayed as proof that it had been mailed in accordance with the legal documents of the Association.

APPROVAL OF PREVIOUS MINUTES

The minutes from the 2010 meeting were approved without being read.

MANAGER'S REPORT

- Item: There was no Manager's Report.

OFFICER'S REPORT

- Item: President's Report
 - Discussion: Kevin outlined the 2010 accomplishments as follows:

- ❑ Finished the year under budget and approved 2011 budget with no increase; Reviewed and updated the 20 year reserve plan;
- ❑ Strict and ongoing enforcement of the covenants with the emphasis on landscaping violations;
- ❑ Continued to use covenant liens to enforce minimum landscaping requirements; Value Committee met to discuss street safety and identified three priorities: a) separating pedestrians from cars, b) slowing traffic with traffic calming measures, and c) enforcing speed limits;
- ❑ Signed a two year contract with SwimTLC for pool maintenance;
- ❑ Successful community spring clean-up campaign;
- ❑ Adopted new holiday light policy that requires holiday lights/decorations to be removed and stored properly no later than thirty days after the holiday;
- ❑ Pool pump equipment was repaired and deck area re-caulked;
- ❑ Tennis court cracks repaired with three year warranty, gate also repaired;
- ❑ Youth petition for LaCrosse net was successful, Steve Knight agreed to personally fund the net if the sport court was kept trash free and clean;
- ❑ Change trash service day from Friday to Monday;
- ❑ John Colombi discovered solution to repairing the pool gate; repaired it himself;
- ❑ Contacted Town and continue to follow up about getting the Parkway re-paved;
- ❑ Value Committee meetings and research lead to engaging the Stanley Group to develop long-range Master Plan for neighborhood. Neighborhood meetings were held, and a final Master Plan was delivered at the end of the year;
- ❑ Switched landscape maintenance companies, signing a one year contract with Mile High Greenscapes for grounds maintenance and snow removal;
- ❑ Replaced six landscape lights at entrance that were stolen;
- ❑ Renewed one year contract with Haulaway for trash removal for 2011;
- ❑ Holiday light quote provided by Mile High Greenscapes was approved after price negotiation.
- ❑ Solicited bids for preserve path reserves, CCS was selected and filled in several of the largest cracks and sealed others. Dissatisfaction with the job was expressed and they will come back to do some additional repairs.

Kevin thanked the following Committee/Board members:

Board: Steve Knight, VP, Robert Prilika, Treasurer, Bob Ryckman, Secretary and John Colombi, member at large;

Architectural Design Board: George Tocquigny, Scott Kier, Lenn Haffman, Mike Dambeck (former) and Dan Conroy (former);

Landscape Design Committee: Al Link, Greg Miller and Scott Gladstone;

Recreation Committee: Tim Herring; Landscape Maintenance Bob Ryckman and Lynn Conroy (former) and MSI Community Manager, Kathi Burdess.

Kevin then presented the following 2011 Goals and Challenges:

- 1) Continued enforcement of all Community Covenants.
 - 2) Based on Community feedback and direction, potentially begin execution on the Master Plan, which may involve one or more of the following:
 - a) agree on the purpose and use of the clubhouse and plan renovation of existing facility;
 - b) look into high priority landscape and character improvements;
 - c) design and get bids on pedestrian safety and/or traffic calming measures that were deemed high priority.
 - 3) Maintenance and sustainability:
 - a) follow up on preserve path repairs to make sure they are completed satisfactorily and review long term plan for the trail;
 - b) look into resurfacing the pool before the season begins.
 - c) work with the Town to see that the Parkway is repaved from the entrance to the pool (at a minimum)
 - d) make sure all small maintenance projects are consistent with the master plan.
 - e) revisit the 20 year reserve plan and revise as needed, in accordance with the new long-term Master Plan.
 - 4) Review policies and covenants and update any that have become obsolete.
 - 5) Ongoing enhancement of the website (www.diamondridge.org):
 - a) look for opportunities to add content and increase traffic to website.
 - b) attempt to get everyone signed up for the email distribution list.
 - 6) Safety issues:
 - a) enforcement of speeds along the Parkway by the Police Department.
 - b) explore the risk of a scrub oak fire in the Preserve and work with the Fire Department on any potential risk mitigation.
 - c) with any new construction in Puma Ridge, monitor the issue of unauthorized construction trucks through Diamond Ridge Estates.
 - 7) Solicit resident participant in the Association and its committees:
 - a) Architectural Design,
 - b) Landscape Design,
 - c) Recreation
 - d) Social.
 - 8) Consider "Town Hall" meeting for the summer, to provide a mid-year update.
- Item: Officer Reports - Steve Knight and Bob Ryckman
 - Discussion: Steve Knight gave a history of the Diamond Ridge Value Project and how it came to be. The discussions began in 2007 by Al Link and Steve Knight to begin to develop a "brand" for the community, in order to give the community a cohesive appearance. A committee of homeowners was formed and brainstorming sessions held to determine the items the community would like to focus on. The top three priorities became: an overall theme that incorporates pedestrian safety, the club house; and the Preserve. Mid-year 2010, the Stanley Group was hired to put together an overall multi-year plan that incorporated the priorities outlined by the community. Bob reviewed the plan through slides explaining the different ideas, such as enhancing the main entrance

monuments, moving the stop sign at the intersection Diamond Ridge Parkway/Diamond Ridge Circle so the homeowners in Puma Ridge have the stop sign and the traffic can flow through into Diamond Ridge, a traffic circle at the clubhouse, and enhancing the landscaping. The Community approved of the Master Plan and would like to see the Board review the projects and choose one or two that can be done this year, and commit budget money to see the project(s) complete.

NEW BUSINESS

- Item: Election – Two Open Positions
 - Discussion/Summary: No one showed interest in the open Board positions; therefore, Steve Knight and John Colombi stated they would re-run. The nominations were closed and the vote taken by acclamation. It was unanimous. Steve and John will serve for two years.

- Item: Budget Ratification
 - Discussion/Summary: It was noted that assessment will remain the same as 2010. There were not 67% of the owners present in person or by proxy, therefore the budget was ratified.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:30 p.m.

GENERAL DISCUSSION

There was no additional discussion. All discussion points and items were covered in the Officer Reports.