

# DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION

## BOARD OF DIRECTORS MEETING MINUTES

JANUARY 5, 2004

### **DRAFT** **CALL TO ORDER**

Lynn Conroy, President of the Association, called the meeting to order at 7:12 p.m. In attendance for the Board of Directors were Audrey Shaneyfelt, Lisa Buckley, and Bill Pfeiffer. Also in attendance was Eric Dahman – Committee chair for the ACC and Mike Dambeck, Homeowner. In attendance from Management Specialists, Inc. was Kate Holland.

### **COMMITTEE REPORTS**

Recreation – No report

ACC Committee – Eric reviewed the submittals, and provided a copy which become part of the meeting minutes.

Finance Committee – No Report

Landscape – No report.

Entryway Redesign – No report.

Social Committee – No Report.

### **APPROVAL OF PRIOR MEETING MINUTES**

A motion was made and passed to approve the November 3, 2003 Board minutes without reading.

### **MANAGER'S REPORT**

Financials – Kate advised the Board that she had advised the accounting department as well as the IT department about the problems with the PDF copies coming out really small on the financials and that hopefully it would be corrected with the December financials.

Grounds – Kate advised the Board the cost for the reflectors for the entryway would be \$8.95 each plus installation. The Board discussed various options to keep cars from pulling over and turning around at the main entrance, which is destroying the newly planted landscape. They decided to have Kate get bids for boulders along the roadside, probably every 15 feet, and that they would re-assess and make a decision in the spring. The Board also passed a motion to have a sign stating “Utility/Service Parking”

Covenant Violations – Kate reviewed the addresses that had received letters in December 2003. The Board passed a motion to remove the fine for 6371 Diamond Ridge Parkway.

Pool Fence Modification – Kate reported that Array Fence had declined to bid after inspecting the fence. R&L Maintenance for the total not to exceed \$800. Labor is \$400 per man hour plus materials. A-1 Fence will contact Tim again to set up a meeting to discuss options. Eric advised Kate that the screen had blown away and was tearing and needs to be fixed around the pool area.

Community Signs – Kate advised the Board that she had contacted Loura Sanchez from Orten & Hindman regarding Community Signage. The recommendation is for a sign to say “No Trespassing for Diamond Ridge Residents Only”. This helps discourage trespassers and limits the Associations liability if an injury occurs. They don’t want to encourage use by homeowners that are not paying for the amenities. Regarding signage on the trail and walkway, Kate explained that depending on the use the Board needed to make a determination on what type of snow removal they would provide on the trail and walkway. If it is to be used for schoolchildren walking to catch the bus, then the Board should probably make a decision to use ice melt and perhaps shovel at 2-3 inches and add sand. If the Board makes this determination, they need to let all the homeowners know what the decision is. It is further recommended that snow removal information be included with the Revised Rules and Regulations that will be coming out in the spring. The Board did agree to have 3 signs, one at the end of each trailhead and that it would be green. They did request that Kate provide catalogues of signs and samples for the next Board meeting. They are considering adding “Trespassers will be prosecuted” to the signs as well.

## **OLD BUSINESS**

Entryway Project – Kate reported that the signs for the entryway have been completed, and the revised bid was received from Rock Doctors. They were originally going to install it for a price around \$400. Now that they have seen the actual signs, and the additional pieces their revised bid is \$1,280. The Board requested that Kate provide at least 2 additional bids to have the signage hung from the monument at the entrance.

Pool Equipment Enclosure – Eric reported that he had met with Steve Cole and that he had promised to have preliminary plans ready by April.

Pump Station – No update.

Brookwood Update – Lynn reported that the Association would receive \$50,000 thirty days after the final plat had been approved, which could take anywhere from a few months to over a year.

Paths and Additional Culverts – The Board decided to postpone making a final decision until spring.

## **NEW BUSINESS**

New Homeowner Information Sheet – Kate advised the Board that she would have the letter changed to advise new homeowners moving to the community to log onto the website to register for email.

Pool Bids – Kate explained that it is time to send pool bids out, and wanted to confirm with the Board that they still plan to open the pool on Memorial Weekend and close it on Labor Day. Lynn requested that they save the water that is in the pool and shock it rather than drain it and replace all the water. Kate agreed to advise whichever pool contractor they select.

Board Appointment to Replace Scott Mann – Lynn reported that 3 homeowners had stepped forward to express interest in serving on the Board of Directors. The Board said they were not comfortable in making the appointment at this time. Kate suggested that a Board Interest Questionnaire be sent to each of the three candidates and that the Board would have an opportunity to review that prior to the next meeting and make the decision at that time.

Signature Cards – The Board agreed to hold off on signing on the 2004 bank signature cards until the 5<sup>th</sup> Board member had been selected.

Kate advised the Board that the property at 1064 Diamond Ridge Circle was in fact sold to the trustees and that the Homeowners Association could redeem the property, if the homeowner did not redeem it themselves by February 16<sup>th</sup>, 2004. The Board made a decision that at this time they did not have enough financial resources to redeem the property.

Dog Issues – Kate explained to the Board that the covenants were very specific. Section 10.05 Item B. “No owner shall allow any dog owned or controlled by such owner to roam within Diamond Ridge Estates unattended. At all times dogs shall either be confined within the owners lot or on a leash and under the direct control and supervision of their owners’. Mike Dambeck explained that even if a homeowner has an invisible fence and has posted signage, if a homeowner complains about the dog, animal control can impound the dog even if it is within the property with an invisible fence. Mike explained that there is a homeowner that wants to pursue the leash law through the Town of Castle Rock. The Board would like to clarify more information regarding what the covenants state to perhaps include information that leash could be determined as voice command, not necessarily a physical leash. Kate agreed to check with the attorneys regarding this matter. Mike agreed to check with the Town of Castle Rock regarding what the specific regulations were.

## **ADJOURNMENT**

With no further business to discuss the meeting was adjourned at 8:50 p.m.

KH/dag