

DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

APRIL 29, 2004

Subject to Board Approval

CALL TO ORDER

Lynn Conroy, President of the Association, called the meeting to order at 7:05 p.m. In attendance for the Board of Directors were Audrey Shaneyfelt, Bill Pfeiffer, Lisa Buckley, and Peggy Cottrell. Also in attendance was Al Link, Committee Chair for the Landscape Committee; Eric Dahman, Chairman for the ACC; and Tim Herring, Chairman for the Recreation Committee. Also in attendance was Lenn Haffeman, homeowner and Diamond Ridge Estates Developer, and homeowner Dan Conroy. In attendance from Management Specialists, Inc. was Kate Holland.

OPEN FORUM

Kate advised the Board that the homeowners at 705 Sapphire Drive had requested that the fine on their assessment account be removed because they have removed the dead trees. The Board agreed unanimously to remove the fine.

Lenn Haffeman explained that the tract of land (Tract B) that was in the Open Space that an individual had purchased from the county due to the mistake the County made in not properly posting the past due tax notice for 49 cents. Lenn met with the homeowner who had purchased Tract B and agreed to pay him \$1,000 to have the Tract brought back into the Association's common area. Lenn requested the Board reimburse him for the \$1,000. The Board passed a unanimous decision not to pay Lenn Haffeman the \$1,000 as he had requested. The reason was the Board had previously made a decision not to buy the tract back.

Lenn presented information on the traffic mitigation and advised the Board that this year Sapphire Pointe Metro District would begin the plans to install a trail/sidewalk through Diamond Ridge Estates. He explained that the Town was requesting a drainage easement and he had a copy of the agreement. He also explained that the Town is requesting the sidewalk go through to Crow Foot Valley Road. Lenn explained that the total cost for the project would be approximately \$200,000 and that the Sapphire Pointe owners were actually paying for it through their Metro District. He said there was a possibility to cancel the whole project, which may mean Diamond Ridge Estates may have some money coming to them if the project is cancelled. The Board agreed to consider this further and advise Lenn of their decision at the next Board meeting. The Board agreed they will have one person from each area of the community contact the homeowners in that immediate area to find out how they feel about the sidewalk project. Audrey asked Lenn why the gate was removed at the top of Diamond Ridge Parkway across from the Pfeiffer's home. Audrey explained that it was her understanding the fence should never have been removed. Lenn advised that the homeowners in that immediate area have no access to

their home now as the other access point was under construction and will to be for several months. He explained that you cannot deny those homeowners access. Both Peggy and Bill advised Lenn that their concern was the construction traffic that was accessing the area – large construction trucks tracking mud through the community and speeding when walkers are present. They have asked Lenn to contact Continental Homes, the builder at Sapphire Pointe to request they cease using Diamond Ridge roads for access to the construction site. Lenn agreed to contact DR Horton. Lenn requested the Board of Directors contact DR Horton and make the same request. Lenn advised the Board that the legal agreement for Sapphire Pointe provided for no construction traffic to go through Diamond Ridge Estates. Audrey requested that Lenn provide a copy of that agreement for the Board. The Board expressed concern that once the large vehicles were no longer passing through the smaller trucks and vans would continue to use the Diamond Ridge access. The Board requested that Lenn provide signage stating “No Construction Traffic”.

COMMITTEE REPORTS

Recreation – Tim asked the Board if they had made a decision regarding the anti-theft fence modification. The Board advised Tim they decided not to make the proposed gate modifications at this time. The Board did, however, agree to a hood placed over the knobs so homeowners would be unable to reach around or over the top of the gate and open the gate from the inside. This would apply for the gate area into the pool as well as the sports court. Tim advised the Board that the previous homeowner’s surveys showed that play ground equipment in an open space had been a request of the owners. He explained the first choice was providing the sport court, which had been completed, and the second choice was the playground. Tim advised the Board that the sidewalk leading to the restrooms outside the pool area was a trip hazard and it needed to be repaired prior to pool opening on Memorial Day. The Board approved a \$1,000 expenditure to replace or repair the concrete. Any bids above \$1,000 would require Board approval.

ACC Committee – Eric provided the last two month’s reports from the committee.

Finance Committee – No Report

Landscape – Al explained that Appendix 4 Landscape Design Standards and Procedures. Al advised the Board that he would provide a letter to accompany the revised Standards. Kate offered to send him some samples of articles other Association’s have used explaining design landscape standards and procedures. Kate suggested that once the letter and the revision are mailed that the owners be provided a 30-day time prior to enforcing these changes. The Board agreed. Kate also requested a walk-through of the Diamond Ridge Property to determine what areas the Board would like her to focus on for covenant violations through the summer. Al advised he would schedule that time. The letter that would be sent with the revised Landscape Design Standards would include addresses that had been judged during the spring walk-through to be great examples of homeowners to follow for landscape ideas.

Entryway Redesign – Lynn explained that she would contact Dwayne from Douglas County Maintenance to follow up on the commitments he made to replace dead trees, fill in holes where trees had been removed, start the irrigation system and start the pond. Kate explained she had spoken to Dwayne and the work was scheduled for next week. The reason it had not been done was due to the snow on the previous 2 weekends. Lynn will also discuss warranty reseeding for the damaged areas at the entryway.

Social Committee – The Board made a decision to have a Community Clean Up Day on Saturday, June 5, and the following weekend a barbeque or community party would be planned.

APPROVAL OF PRIOR MEETING MINUTES

A motion was made and passed to approve the March 15, 2004 Board minutes without reading.

MANAGER'S REPORT

Financials – Kate explained that she had dropped copies of the financials off at Lynn's house, however, Lynn has not had an opportunity to distribute them. The Board agreed to review the financials and contact Kate with questions. Kate also asked the Board how they would like to receive the monthly financials and they agreed they would like them mailed to each individual Board member.

Grounds- Kate explained the bids received from Colorado Landscape Solutions and Douglas County Maintenance for reseeding the entryway as well as providing local river rock to run 18 feet in length, and 5 feet in width at the entryway to help solve the problem of cars turning around. Kate also presented bids for concrete curbing at the entryway running 300 feet of 18 inch curbing. Colorado Hardscapes bid was \$6750 an additional \$600 if saw cutting of the blacktop was needed. Palace Construction bid was \$11,589. Kate explained that she had not received a bid from Brown Brothers and would continue to follow up with them. Eric Dahman also provided the name and phone number of a contractor he uses for concrete work, and Kate agreed to request a bid from him as well.

Sign Replacement – Kate explained the bid from The Sigtist was \$11,917. The bid was based on 26 signs but as there are actually 32 the cost would be slightly higher. Kate explained that the signs that the Board liked at Padera were made by NeoSource. Kate explained that she had contacted NeoSource and in order for them to provide a bid they would need the specifics on each sign in the community. Kate agreed to get that information to them prior to next month's Board meeting.

Sign Restoration – The Sigtist bid for restoring the existing signs was \$2,916. Kate agreed to obtain a bid from NeoSource after providing them with the sign specifics.

Monument Lettering – The Board reviewed the bids and sample photos provided by The Sigtist. The Board unanimously decided to use existing letters that could be bronzed for a total cost of \$427.50 and the logo would not be used. Kate agreed to reconfirm the price with The Sigtist and verify when the sign would be mounted. Kate also reminded the Board that the installation cost was \$457.

Individual Street Sign Repair – The sign at Amber Court and Diamond Ridge Parkway has been broken since February. Kate explained that R&L Maintenance had been trying to get the sign repaired and she had referred them to NeoSource due to the special process for repairing the sign, or recreating the sign. The total cost for R&L Maintenance to repair and install the sign, having NeoSource replace the large sign marker of Diamond Ridge Parkway would be a total of \$1,225. Kate explained she had contacted NeoSource directly. Their price to replace the entire sign was \$2,205 but did not include installation. Kate explained she had requested The Sigtist provide a bid for repairing the existing street sign. She explained that The Sigtist was picking the broken sign up that day and they would provide a cost to repair and replace as needed by next week.

Covenant Violations – No letters were sent in March 2004.

Screen Ties – Kate advised the Board she had contacted Neal, formerly with SRI Sports, and he had advised her he would be happy to purchase the ties on behalf of the Association, however, it would make more sense to buy the ties directly from Home Depot or an electrical supply company as it save the Association a considerable amount of money.

Pool Hook and Donut – Kate advised the Board that Swim TLC had ordered these and they will be in in time for the pool opening on Memorial Day.

Community Signs – Kate asked the Board where they wanted the signs to be placed. She explained she had misunderstood where the sign was to go at the entryway. The Board agreed to have one sign placed at the entrance saying “Turn Around 1000 ft ahead” and remove the existing sign that showed “Turn Around 100 feet” up closer to the actual turn around which is across from Jade Court.

No Solicitation Sign – Kate provided a sample photo of a white sign that is used with PVC materials and a green background that had been used in other communities. The sign is 18 x 24 inches and the cost of \$231 installed. The Board made a unanimous decision to proceed with the No Solicitation sign and have it installed by the clubhouse. The Board did request that the background on the No Solicitation sign be a darker green than the photo example.

OLD BUSINESS

Entryway Project – Lynn explained that the cost to provide lighting in the pond area as well as the left side of the entryway into Diamond Ridge would cost approximately \$1,200. George and Dan will order the lights, and install them. The cost of the lights will be \$1,200. The Board unanimously agreed to approve the expenditure for the pond and entry.

Pool Equipment Enclosure – No new information.

Pump Station – No update.

Brookwood Update – None.

Pool User Fees – The Board decided to consider pool user fee and requested that a pool user survey be sent to all homeowners for community feedback. If the community supported the idea, it would be presented at Annual meeting at the end of year. Lisa and Bill agreed to work on the pool survey and get that out to the homeowners.

Insurance – Kate advised the Board the revised cost for the insurance coverage approved after meeting with Eric was \$6,923 for the Package Policy and the Umbrella.

NEW BUSINESS

No Solicitation Sign for Entrance – The decision had already been made earlier in the meeting.

ADJOURNMENT

With no further business to discuss the meeting was adjourned at 9:45 p.m.

KH/dag