

# **DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

**JUNE 21, 2004**

### **CALL TO ORDER**

Lynn Conroy, President of the Association, called the meeting to order at 7:00 p.m. In attendance for the Board of Directors were Audrey Shaneyfelt, Bill Pfeiffer, Lisa Buckley and Peggy Cottrell. Also in attendance were Al Link, Committee Chair for the Landscape Committee, Tim Herring, Chairman for the Recreation Committee, and several homeowners. In attendance from Management Specialists, Inc. was Kate Holland.

### **OPEN FORUM**

Lynn Conroy explained to the homeowners present that a vote was necessary by the Board of Directors regarding Sapphire Pointe Metro District put in a sidewalk that the Association would be responsible to maintain. The majority of the homeowners were against having the sidewalk put in.

### **COMMITTEE REPORTS**

Recreation – Tim asked the status of the sport court repair and the hood guards for doorknobs. Kate explained that the company had been out earlier in the day but they could not weld due to the rain and the weather. She would follow up with them and also provide a cost to the Board.

ACC Committee – Eric was not present. Lynn agreed to contact Eric regarding the drawing for the pool equipment enclosure and report back to the Board.

Finance Committee – No report.

Landscape – Al reported that several homeowners had contacted him since the revised standards came out, and he was working with many of them regarding approval. The Board discussed the problem with some homeowners that had lived there longer than 180 days. They desired to review and change the Fine Policy so homeowners would receive the fine threat first, then a \$50 fine, then a \$100 fine, and they would continue to be fined \$100 per week until the homeowner was in compliance. After three months the violation would be referred to the attorney and a lien would be filed. The Board unanimously approved it. Kate advised the Board that she would have the revised Fine Policy sent to all homeowners. Al agreed to provide a list to Kate of homeowners that still had not turned in Design Review Requests so that letters could be sent.

Entryway Redesign – Lynn reported that she had met with Todd of CLS and Dwayne of Douglas County Maintenance regarding the entryway and the dead trees. She advised that the dead trees were going to be pulled and replacement trees would be planted in the fall (those that were under warranty). She also reported that she would arrange a meeting between Todd Storey of CLS and Dwayne from Douglas County Maintenance some time next week to discuss the watering at the entryway.

Social Committee – Audrey reported that the Memorial Day celebration was quite successful and that a clean-up day was still needed to be scheduled, as the Association had not had one in June as previously planned.

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

A motion was made and passed to approve the minutes from the April 29, 2004 Board of Directors meeting without reading.

A motion was made and passed to approve the minutes from the May 17, 2004 Board of Directors meeting without reading.

### **MANAGER'S REPORT**

Financials – Kate reviewed the financials with the Board.

Grounds – Kate agreed to contact Colorado Landscape Solutions regarding weed spraying along the path and in the native mowing to review what was per the contract.

Sign Replacement – The Board decided that they did want to replace or refinish the existing sign as soon as any additional monies became available, either from the Brookwood Project or if the Association obtains funds from the Sapphire Metro District for not having the sidewalk installed. The Board did request Kate have the Diamond Ridge Estates logo (the bird) returned from The Sigtist to the Association as they had paid for the logo.

Individual Street Sign Repair – Kate reported that The Sigtist promised the repair work would be completed and the sign at Amber Court and Diamond Ridge Parkway would be installed this week.

Pool Fence Modifications – Kate reported that the work was started today. However, due to the weather, they were unable to complete the repairs on the sport court gate or to do the hood covers over the knobs on the gates for the pool and sport court. The Board also passed a motion to order motion detector lights that would be placed quite high at the pool, as well as one in the parking lot outside the pool. They would be on a timer that would switch off after approximately a half hour to 45 minutes. Kate agreed to get those bids.

Culvert at 1000 Sapphire Drive – Kate advised that the work had been started today, but due to the rain it was postponed.

Concrete Replacement in the Pool Area – Kate reported that Colorado Hardscapes had completed the work, and the total cost was \$2,155.

Culvert Washout Along the Path – The Board requested that Kate get additional bids to repair the culvert that continuously fills with mud and will eventually be washing out along the path.

Revised Landscape Standards – Kate advised that the revised standards had been mailed to all homeowners along with a copy of the pool rules. The Board did request that Kate verify that the pool rules and the landscape standards update would be included in the new homeowner packets.

Caulking Around the Hot Tub and Pool – Kate advised that the current pool contractor would be unable to complete that repair work until after the pool season. The Board requested that Kate get a price estimate for the work so the Board can decide on an amount to approve, and Kate would get bids for that repair work to be done as soon as possible.

Foreclosed Properties –

- 1064 Diamond Ridge Circle – Kate advised the Board that the superlien had been paid and that the homeowner had filed bankruptcy; therefore, the amount due was written off.
- 875 Diamond Ridge Circle – the home had gone into foreclosure and the Board advised Kate the property had sold this month. Kate agreed to check and verify if a superlien had been filed on the property and, if so, if it had been paid or if there were any other amounts that were paid at closing that would go to the Homeowners Association.

## **OLD BUSINESS**

Trail Along Diamond Ridge Parkway – The Board requested that Kate obtain a comparison bid on the cost to install a grade 3 sidewalk based on what the City's estimated cost would be. Kate agreed to request a bid from Colorado Hardscapes and request that they have the bid ready by next Monday, June 28<sup>th</sup>, so the Board would have it available for an Executive Session meeting with the developer and the President of the Sapphire Pointe Metro District, Lenn Haffman. The Executive Session meeting would be held either Monday, June 28<sup>th</sup> or Tuesday, June 29<sup>th</sup>, depending on Lenn's availability. Lynn Conroy agreed to contact Lenn regarding this executive meeting. The Board decided to delay any decision regarding the sidewalk until after they met with Lenn and found out what his proposal would be if the Homeowners Association decided not to have the sidewalk installed.

Tree Spraying – Kate verified if the Board had gotten in touch with the company they wanted to hire for the beetle spraying. Lynn advised it was too late in the season for the beetle spraying and requested that a note be made to the project calendar for next spring to contact C Lazy Tree Spraying.

Entryway Project – No additional report.

Pump Station – No report.

Brookwood Update – Lynn advised that they were proceeding and once the Town approved the final plan, the Association should receive the money from the agreement in 30 days. She would keep in touch with the Town to find out what the status is on that approval process.

Pool User Fees – The Board had previously made a decision to send out surveys to homeowners concerning adopting a pool user fee or a pool club membership, which homeowners would be asked to pay an additional sum if they chose to use the pool each year. After discussing it, the Board unanimously decided at this point that they would not pursue having a pool user fee or pool club fee. They felt if vandalism were to occur, hopefully the motion detector lights would serve as a deterrent, and also that Kate check for next season the cost to have a key card entry system with a secure code.

### **NEW BUSINESS**

Prairie Dogs – Peggy Cottrell advised that she would contact the Board of Health regarding having the prairie dogs removed from the area.

### **NEXT MEETING**

The next meeting for the Board of Directors will be held on Monday, July 12, 2004. Lynn agreed to send an email to the homeowners advising them of the change for next month's Board meeting.

### **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:27 p.m.

KH/kgc/DRE