

# **DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

**JANUARY 17, 2005**

### **CALL TO ORDER**

Board members present were Lynn Conroy, Peggy Cottrell, Bill Pfeiffer, and two newly elected Board members: Al Link and Steve Knight. The meeting was called to order at 8:15pm. Suzanne Burton was in attendance from Management Specialists, Inc.

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

The previous minutes were approved as presented.

### **MANAGER'S REPORT**

Financials – The Board requested a copy of the delinquency report that was not included in their financials. The Board also requested a document comparing the 2005 budget summary to 2004 actual costs, and has requested that future budgets include this information. Suzanne will compile this budget information and email the Board.

#### Covenant Violations –

- 5962 Jade Court – The Board voted to eliminate the \$150 fine as the homeowner had complied with the dead pine tree violation.
- 5420 Sunstone Lane – Dan will talk to the builder about his violation of not excavating and installing the construction driveway while in the construction phase of the home.
- 6371 Diamond Ridge Parkway – Another violation letter will be sent to this homeowner for not removing the dead scrub oak he discarded in the common area.

The Board has requested that their names and phone numbers be placed on the bottom of all violation letters and that they be sent a copy of all letters. Should they be contacted by homeowners concerning their violations, the Board has agreed to pass all relevant information on to Management Specialists, Inc.

### **OLD BUSINESS**

Fine Policy Revision – The new Fine Policy was approved and a copy will be sent to all homeowners.

Motion Detector / Security / Entryway Lighting – Bids received from Radiant Lighting and Colorado Lightscapes were discussed. The Board requested that both companies clarify whether travel time is in addition to, or is included in their hourly bid for monthly maintenance of the entryway lighting. Steve will get another bid for the Pool/Clubhouse security lighting.

Homeowner Design Review Acknowledgement – The Board approved requiring new homeowners sign off on this form acknowledging that they have read and will abide by the Diamond Ridge Estates Design Standards and Procedures. Suzanne will find out how and when the form can be distributed to homeowners.

Home Operated Businesses – The Board will gather more information about the two properties suspected of operating home businesses in the community before violation procedures are enacted. They agreed to call the Castle Rock Police should the Sunstone home again have a large gathering that causes parking congestion in the community.

## **NEW BUSINESS**

Election of Officers – The election of officers for 2005 was held. Lynn will continue as President, Peggy will serve as Vice President, Bill as Secretary, and Al as Treasurer. Lynn stated that this year she would like her fellow Board members to shoulder some of the responsibility previously taken on by her to carry out necessary Association tasks and research.

Tsunami Relief Fund – The Board voted against making an Association contribution to this fund.

Newsletter – Marilyn Maltby had expressed interest in putting together a community newsletter and will be contacted by the Board to see if she is still interested in heading this task. The Board was unanimous in their opinion that a community newsletter is needed.

Emailing Board Meeting Agendas/Minutes/Manager's Reports/Legal Status Reports – Suzanne will email these monthly reports to the Board.

Diamond Ridge Estates Website – Lynn will check in to finding someone to manage this website which could be used to post monthly Board meeting minutes.

## **FUTURE AGENDA ITEMS**

Committee Reports  
Entryway Project  
Pool Equipment Enclosure  
Tennis Court Surface Repairs  
Tree in Pool Area Stability/Removal  
Street Signs  
Construction Traffic  
Animal Droppings on Nature Path  
Culvert Repairs on Path

## **ADJOURNMENT**

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

SB/dag/DRE