

DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

FEBRUARY 17, 2005

SUBJECT TO BOARD APPROVAL

CALL TO ORDER

Board members present were Lynn Conroy, Peggy Cottrell, Bill Pfeiffer, and Steve Knight. The meeting was called to order at 7:10 pm. Suzanne Burton was in attendance from Management Specialists, Inc.

OPEN FORUM

There were no homeowners present.

APPROVAL OF PRIOR MEETING MINUTES

The previous minutes were approved as presented.

COMMITTEE REPORTS

Recreation Committee – Tim Herring addressed the upcoming tennis windscreen replacement requesting that LER be sure that grommet ties are steel rather than plastic and requested that the pool windscreen ties be replaced with ties of a sturdier material. Steve offered to use the ties he may already have and will look for these and notify the Board. Suzanne will obtain a bid for replacement of the one torn pool screen.

Architectural Control Committee – Dan Conroy presented a report on current submittals including 1111 Annabar which has been approved, and 8779 Bronzite.

Landscape Committee – Al Link, who will continue to lead this Committee, was not present. Lynn discussed with the Board the new Town rule prohibiting the requirement of sod in Castle Rock's communities.

Entryway Committee – The Board discussed what to do with the now vacated pump house area. Lynn spoke to Duane at Douglas County Maintenance who gave her landscaping ideas for this spot.

Social Committee – The year round need for this committee was discussed and the Board decided that if they want a permanent committee they will need to recruit volunteers.

MANAGER'S REPORT

Financials – January financials were presented. Suzanne pointed out higher than usual water usage due to the meter located near the clubhouse. Dan Conroy will investigate this usage and the possibility that contractors building the new home near the clubhouse are using the water.

The collection status of 856 Diamond Ridge Circle was discussed and the Board will request that if the homeowner continues to refuse payment for legal services he come before the Board for a hearing. The Board requested that Suzanne look at the 20-year Reserve Plan for 2005 and let them know what expenses will be coming up.

Covenant Violations – The current covenant violations were discussed and the Board requested Management Specialists, Inc. hold off on pursuing two of the violations: the non-construction base driveway issue on Sunstone, which the Board believes is in the process of being resolved, and the home business gatherings also on Sunstone. The third violation concerning the removal of dead scrub oak is in the process of being resolved by the homeowner and their fines have been paid. Additionally, the lawn maintenance violation on Sapphire Drive as well as the \$50 fine is being removed and the homeowner will be advised per the Board, as the property is being sold.

OLD BUSINESS

Fine Policy Revision – Distribution of the new Fine Policy was discussed, and the Board may want the new policy sent to homeowners along with the upcoming newsletter, depending on when the newsletter will be sent.

Motion Detector / Security / Entryway Lighting – Steve obtained two additional bids and the Board wants a formal bid from Powers Electric. Suzanne will find out if they are on Management Specialists, Inc.'s contractor list and advised the Board that Powers will need to send Management Specialists, Inc. proof of liability and workman's compensation insurance for the Association's protection.

Homeowner Design Review Acknowledgement – This issue was tabled and will be discussed at the next Board meeting.

Home Operated Businesses – Lynn will contact Orten & Hindman to write a resolution clarifying community restrictions. When the resolution has been accepted by the Board, Management Specialists, Inc. will send a letter to homeowners advising them of the new resolution.

Newsletter – Marilyn Maltby presented a proposal to the Board to develop and produce the community newsletter. The Board will review her proposal and decide how they want to move forward. Suzanne will review Diamond Ridge Estates Management Contract with Management Specialists, Inc. and advise the Board of the included newsletter costing, which will help the Board better define their newsletter options.

Community Website – Homeowner Kevin Raasch has volunteered to assume responsibility for the community website.

Pool Equipment Enclosure – Per Lynn, homeowner Dustin Hershey has agreed to design this enclosure.

Tennis Court Surface Repairs – Suzanne will call LER in April for arrange for a May date for this repair at a cost of \$ _____.

Tree in the Pool Area Stability/Removal – Suzanne advised the Board of Swingle Tree’s arborist’s evaluation stating that the trees were stable at this time and removal was not recommended. They will consider Swingle’s suggestion of pruning in the spring.

Street Signs – Street sign replacement has been completed. Suzanne will check with the Sigtist to see if there was a previous sign at Diamond Ridge Parkway and Diamond Ridge Circle showing both streets, as the replacement sign is only for one street.

Construction Traffic – Suzanne advised the Board that per their legal documents (Item 18.08) “Diamond Ridge Parkway and other roads, as well as trails and trail easements, located within Diamond Ridge Estates, may be used for access to and from certain properties adjacent to Diamond Ridge Estates.” The “No Construction Traffic” sign at the back entrance of the community seems to be helping to cut down on some of this traffic.

Animal Droppings on Nature Path - The Board voted to remove this item from the agenda.

Culvert Repairs on the Path – When the snow has melted from the area, Douglas County Maintenance will contact Dan Conroy to evaluate and bid on this repair.

NEW BUSINESS

Mailing of Fine, Violation Notices – The Board requested that Orten & Hindman collection or violation letters sent to homeowners be sent Certified Return Receipt Requested.

2005 Pool Contract – Suzanne advised the Board that Swim Time declined to bid on this years contract due to obtaining a large contract with Douglas County. Suzanne will send out additional bids.

Diamond Ridge Letterhead/Stationary – Peggy presented a proposed logo for the Board to review.

Community Directory – The Board discussed the printing of Diamond Ridge Estates homeowner directory and the possibility of obtaining sponsor contributions.

FUTURE AGENDA ITEMS

Homeowner Design Review acknowledgement

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 9:35 p.m.

SB/dag/DRE