

# **DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

**MAY 16, 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 7:05 pm. Suzanne Burton was in attendance from Management Specialists, Inc.

#### **OPEN FORUM**

Len Haffman was in attendance. He brought to the Board proposals to place a sign kiosk near the entrance to Diamond Ridge Estates and one in Diamond Ridge on Diamond Ridge Parkway. These kiosks would be advertising two developments within Sapphire Pointe. Len stated he legally has the right to place the one sign near the entry, and he was requesting Board approval for the second sign kiosk to direct prospective buyers to the adjacent community rather than them wandering through Diamond Ridge. The Board unanimously stated that they do not want signs advertising homes in another community on their property, nor do they want the additional traffic the advertising signs could bring. They questioned why prospective buyers could not be directed through Sapphire Pointe. The Board requested that Len provide them a drawing of the proposed second sign. When they receive Len's drawing of the proposed signage, they will give their decision.

#### **APPROVAL OF PREVIOUS MEETING MINUTES**

The minutes of the previous meeting were approved as presented.

#### **COMMITTEE REPORTS**

Recreation Committee – Tim Herring requested an update on the tennis court repairs and asked the Board about his previous request to enlarge the pool area surface. The Board stated that due to the many repairs currently scheduled for the community they would prefer to address this at a later time. Peggy mentioned the possibility of holding swimming/exercise classes this summer at the pool. Tim said his wife can check with homeowners regarding their interest in this type of class and Suzanne will check with Apollo Aquatics to find out what they may be able to provide.

Architectural Control Committee – Dan Conroy gave a brief overview of Architectural submittals within the community.

Landscape Committee – Al Link was not present; however, he emailed the Board his report. The Committee met earlier to make final revisions and draft changes to the landscape design requirements. This document was presented at the Board meeting. When the revisions are finalized they will be sent out to all homeowners. Dan Conroy, a member of the Landscape Committee, said that the three committee members will then each take one-third of the community and report their findings regarding violations and areas for improvement, and Suzanne will notify the homeowners involved.

Entryway Committee – Water has now been reconnected to the area so the landscaping can resume.

Social Committee – There was no report from this Committee.

### **MANAGER'S REPORT**

Financials – The April financials were discussed and the Board requested additional information regarding A/R Processing Fees. The status of the delinquency at 856 Diamond Ridge Circle was discussed. The Board requested that as the homeowner has refused to pay the delinquency legal fees, the next step of filing a lien be taken.

Covenant Violations – Construction Base Driveway, and uncompleted landscaping violations were discussed.

### **OLD BUSINESS**

Pool Windscreen Replacement – Suzanne advised the Board that per LER the screen panel should be replaced and the ties delivered this week.

Tennis Court Door / Fence Repairs – LER has not yet called Tim Herring regarding the court doors. Suzanne will contact them to make sure that they call Tim to set up a meeting to discuss the court door repairs. The materials for repairing the fence on the north side of the court have been ordered and should be delivered near the first week of June. The fence will be repaired as soon as LER receives the posts.

Tennis Court Windscreen Replacement/Resurfacing – The Board requested that Suzanne contact LER to see if they would replace all of the windscreens except the north side screens, before the north fence is repaired without charging an additional labor fee. The Board also requested that the court surface repairs begin as soon as possible.

Entryway Landscaping – Water has been restored to the entryway area so the landscaping will resume.

Entryway Lighting Maintenance – Discussion of this issue was postponed until the next meeting.

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

Pool Equipment Enclosure – Construction of this structure is currently on hold pending approval from the Town of Castle Rock Fire Department. The Fire Department became involved in the project due to the storage of the various chemicals that will be needed to maintain the pool.

Pool Equipment Bids – Apollo Aquatics bids were presented to the Board and will be further discussed at the next meeting.

Street Sign Replacement – The Sigtist has not yet replaced the sign at Diamond Ridge Parkway and Diamond Ridge Circle. Suzanne will contact them to see when they will be doing this installation.

Culvert Repairs on the Path – The repairs will be discussed at next month's meeting.

Diamond Ridge Stationary – Peggy presented the Board with a sample of the stationary.

Streetlight Repair On Diamond Ridge Parkway and Annabar – The repairs have been completed.

Mailbox Area Concrete Extension – This topic will be discussed at next month's meeting.

Sales Office Parking Lot Blacktop Replacement – A bid was received from Barnum Asphalt Services for \$1,588.50. The Board will wait for additional bids to be received before making their decision.

Entryway Curbing – The Board voted to accept Rocky Mountain Pavement's bid. They will obtain a drawing of the project, take it to the Town to get the permit, then give the permit to Rocky Mountain to begin the work.

Erosion on Northwest Side of Tennis Court – This item will be discussed at the next Board meeting.

## **NEW BUSINESS**

Management Specialists, Inc. Contract – A motion was made and seconded to renew Management Specialists, Inc. 2005-2006 management contract.

Sales Office/Pool Area Lighting – The lighting has been completed and the Board is pleased with the results.

## **FUTURE AGENDA ITEMS**

Crosswalk/Stop Sign on Diamond Ridge Parkway.

## **ADJOURNMENT**

With no additional business to discuss, the meeting was adjourned at 9:00 p.m.