

DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

AUGUST 15, 2005

CALL TO ORDER

Board members present were Lynn Conroy, Peggy Cottrell, Bill Pfeiffer, Al Link, and Steve Knight. The meeting was called to order at 7:15 pm. Suzanne Burton was in attendance from Management Specialists, Inc.

OPEN FORUM

There was no one present for the Open Forum.

APPROVAL OF PREVIOUS MEETING MINUTES

The Board unanimously approved the minutes of the prior meeting as written.

COMMITTEE REPORTS

Recreation Committee – Tim Herring advised the Board that people who did not live at Diamond Ridge Estates have been using the pool. He also brought up to the Board that the new windscreens on the tennis courts did not seem to be put up carefully, as they were crooked. The Board asked Suzanne to call LER to re-hang the windscreens as they did not consider the initial installation to be satisfactory. The Board also discussed that they did not believe that Apollo Aquatics was cleaning the pool deck and vacuuming the pool every day, as they had noticed that these areas sometimes looked unclean. Suzanne was asked to contact Apollo regarding these items.

Architectural Control Committee – Dan Conroy presented two approved plans and one disapproved architectural plan. Dan stated that the builder whose plan was disapproved decided to withdraw his plans for building in the community after his application was rejected.

Landscape Committee – Al Link discussed new submittals and non-submittals with the Board, advising them that he had sent a letter to an owner on Moonstone Lane. Al will send Suzanne a copy of this letter. The Board requested Suzanne send a letter to the owner at 824 Diamond Ridge Circle regarding their need to submit landscape plans to comply with the Diamond Ridge Estates Landscape Design Guidelines. Al reviewed a copy of the standard violation letter sent to homeowners for covenant violations as he has received correspondence from homeowners regarding the severity of this letter. Al advised the Board that he approved of the existing letter. He requested Suzanne send a letter to 6796 Diamond Ridge Parkway regarding their landscaping violation of tall weeds on their property.

Entryway Committee – The entryway landscaping improvements are still in progress. Per Lynn, Douglas County Maintenance and Repair has been contacted and they will do some re-seeding of the area.

Social Committee – The Diamond Ridge Summer Pool Party is scheduled for Saturday, August 27th at noon. A community clean-up will also take place that day and Suburban Waste Systems will be contacted to be on the property that day to pick up any items residents wish to discard.

MANAGER’S REPORT

Financials – Suzanne gave an overview of the July financials, which showed no unexpected expenses. Pool expenses totaling \$16,202 showed up on the July financials as expected. Lynn requested that both the pool and spa heater payments be taken from the Capital Reserve Account 9001 rather than from the Reserve Funds. Lynn noticed an outstanding assessment fee from a homeowner who has since moved and requested that Suzanne contact Accounting to make sure the outstanding amount would be collected from the previous owner.

Covenant Violations – The Board agreed that most of the violations concerning unmowed lots have been corrected. However, it was requested that Suzanne send violation letters to two owners who have not yet mowed their lots. The Board requested that Suzanne send the three homeowners who recently received covenant violation letters for home operated business letters offering them a hearing with the Board at September’s Board of Directors meeting.

OLD BUSINESS

Tennis Court Door Repairs – The tennis court door lock was repaired. However, the closing mechanism is still missing. The Board requested that Suzanne contact the repairing vendor to get the automatic closing mechanism repaired.

Entryway Landscaping – This item is a duplication of the information contained in the Entryway Committee Report and will be discussed in the future under this category.

Home Operated Business – A resolution further defining Article X Section 10.02 of Diamond Ridge’s Declaration of Covenants, regarding Non-Residential use of Lot/Home Occupations has been sent to Diamond Ridge Estates homeowners.

Pool Equipment Enclosure – This enclosure is scheduled for completion by August 27th.

Pool Heater – The new pool heater has been installed.

Sales Office Parking Lot Blacktop Repairs – Rocky Mountain Pavement has completed all parking lot repairs including crack fill, seal coating, and striping.

Entryway Curbing – The curbing cracked during installation by Rocky Mountain Pavement, has not yet been repaired. Lynn Conroy will call them to have them repair the damage.

Insurance Renewal – The Board was advised that their insurance policies from Brown and Brown are up for renewal at the end of August. Brown and Brown has been contacted to update the policy with the new pool enclosure, which will be valued at \$50,000.

Walking Path Repairs – The Board unanimously accepted Rocky Mountain Pavement Maintenance’s bid for \$5,720 for crack fill repair and seal coating of the asphalt walking trail. They also asked that Suzanne contact Douglas County Maintenance to have the weeds coming through the asphalt sprayed and removed. Peggy requested that Suzanne find out what kind of product they will be using to spray and kill the weeds.

Pool/Clubhouse Area Septic Tanks – Septic tanks were cleaned out in an attempt to remove the smell experienced by residents in the pool area. However, the Board reported there is still an odor in this area. Suzanne advised the Board that another contractor had been called to further investigate this odor, which the Board feels may be coming from beneath the clubhouse.

Solicitors – Suzanne advised the Board that The Signtist has been contacted to obtain a “No Soliciting” sign similar to the sign next to the pool identifying the pool and tennis area. The sign will say, “This is a covenant controlled community. Absolutely no soliciting is allowed.” The Board requested Suzanne contact The Signtist to get an estimated date as to when the sign can be completed and installed.

Traffic on Diamond Ridge Parkway – Lynn requested that the letter Orten & Hindman will be writing reiterating Article 9.05 of the Maher Ranch Development Agreement, which prohibits construction traffic from another community from using Diamond Ridge Parkway, be sent to Gary Kranse, the Town of Castle Rock, and copied to the remaining seven names Lynn has supplied.

New Landscape Design Standards – An amended document along with a cover letter is being sent to all homeowners.

NEW BUSINESS

2005-2006 Grounds Contract – The Board was advised that grounds contract bids have been sent for the 2006 grounds contracts. Although the Board is currently pleased with Douglas County Maintenance and Repair and favors them for next year’s grounds contract as well, they still want to see bids from other contracts to ensure that Douglas County Maintenance’s rates remain competitive.

Senate Bill 100 – The Board voted to have Orten & Hindman write up seven policies and procedures required by the passage of this bill.

Brookwood Easement Agreement – The Board voted to sign the Brookwood Easement Agreement with the Town of Castle Rock, which provides for a payment of \$50,000 to Diamond Ridge Estates Homeowners Association for granting an easement for a water main necessary for the development of the Brookwood property. The water main will be located on common area property behind Diamond Ridge Circle.

Prairie Dogs – The removal of a large number of prairie dogs within Diamond Ridge Estates was discussed and Lynn stated that they will need the Town of Castle Rock’s approval to exterminate them. One of the homeowners in Diamond Ridge Estates, George Toquiny, has volunteered to lead this project, will discuss their options with the Town of Castle Rock, and handle the removal of the prairie dogs per the Town’s guidelines.

ADJOURNMENT

With no additional business to discuss, the meeting was adjourned at 8:45 p.m.