

DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

FEBRUARY 21, 2006

CALL TO ORDER

The meeting was called to order at 7:00 p.m. Members present were Peggy Cottrell, Steve Knight, Dan Conroy, and Kevin Raasch. Representing Management Specialists, Inc. were Suzanne Burton and Jennifer Yeardeley, who was observing.

OPEN FORUM

There were no homeowners present at the Open Forum.

APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made, seconded and accepted by the Board to approve the previous meeting minutes as written.

COMMITTEE REPORTS

Recreation Committee – Tim Herring addressed the Board regarding the pool windscreens that have been ripped. Rather than have the wind damaged windscreens replaced, as replacement windscreens may be continually damaged by the wind, Steve would like to make ventilation cuts in the screens to let the wind through the screens, instead of tearing them. He has seen successful examples of this process. The Board agreed to try these ventilation cuts on the screens that are ripped. Steve and Tim will experiment with this process.

Architectural Control Committee – Dan Conroy presented one new submittal to the Board, which was a plan for new owner at 836 Diamond Ridge Circle. The Board discussed the Architectural Control Committee, currently composed of Dan Conroy, Dustin Hershey, Lenn Haffman, and Steve Cole, and the processes and procedures in place for homeowner architectural approval. After reviewing the financials, Dan brought to the Board's attention the fact that the fee the homeowners pay for architectural review of their plans does not cover the cost of the committee reviews. The Committee's architect's fee is \$150.00 per hour and homeowners currently pay only \$200.00 to have their plans reviewed. A motion was made, seconded, and accepted by the Board to change the architectural control review fee to coincide with the consulting fees charged by the Committee. Therefore, the homeowner fee will be changed to an hourly fee of \$150.00 to be paid to the Committee before final approval is given on their plans.

Landscape Committee – Because Al Link was not present, there was no report from this committee.

Social Committee – There was no report from this committee.

MANAGER'S REPORT

Financials – The December 2005 Financials were discussed. Suzanne explained the greater than expected expenses of grounds improvements, grounds repair, pool, consulting, and community events. Suzanne addressed Board questions regarding the financials. The owner of 856 Diamond Ridge Circle, who still owns their property but has a balance due of \$2,248.40, was discussed, as they have made no attempt to resolve the issue. At HindmanSanchez's suggestion, the Board voted to have a foreclosure letter sent to the homeowner.

The Board questioned utility fees for meters located near the clubhouse, asking if the Association should be responsible for utility fees charged for usage of the clubhouse, which is solely occupied by the sales office. They requested Suzanne check their documentation to find out if the sales office is liable for utilities during their occupancy of the clubhouse.

Covenant Violations – Current covenant violations were discussed, including two open violations for home-operated businesses and two violations for overgrown properties. The Board advised Suzanne that the owner at 6749 Diamond Ridge Parkway has complied with the Board's request to relocate their home-operated business and asked Suzanne to remove this violation. The Board also discussed the response of the owner of 470 Sapphire Drive regarding their violation for home-operated business activities. The Board concluded that business activities at 470 Sapphire Drive have been substantially reduced and asked Suzanne to send the owner a letter stating this observance and, unless further activity is noted or homeowner complaints are received, the violation will be complied.

Suzanne advised the Board that, per their request, the new owner at 832 Diamond Ridge Circle was sent a letter for high weeds. The owner at 860 Diamond Ridge Circle is contesting their ongoing violation for high weeds, stating the area along their property line is not their responsibility to maintain. The Board voted to have Al Link contact the homeowner to explain the area the Board would like maintained by the homeowner.

OLD BUSINESS

Traffic on Diamond Ridge Parkway – A few of the Board members went to the Town to try to get a resolution to this situation. To try to prevent construction traffic on Diamond Ridge Parkway, the Town advised that when a building permit is pulled, they will have the builder sign an agreement stating they will not use the Parkway for their construction traffic. The agreement will then be turned over to the Town Inspector, who will monitor for compliance. The Board agreed the construction traffic situation has improved on the Parkway, which may be partially due to the fact that Lenn has spoken with the builders to try to get their compliance on this issue.

Prairie Dogs, Voles, and Rodents – Steve contacted the Town Department of Wildlife Representative to try to get the Town to agree on a workable solution to this community issue. Steve had quite a lengthy discussion with the Department representative who stated that the Town's position on the best way to get rid of prairie dogs was to take away their food supply by creating a habitat barrier void of living vegetation which would deter the prairie dogs. The Wildlife Department Representative advised Steve if the prairie dogs enter Diamond Ridge property, they can kill them, but not until they are actually on the property. However, they will need to get approval from the Town to kill the prairie dogs, which would involve a meeting with the Town Council, etc. Another option presented by the Wildlife Department was to build an eagle's nest near the prairie dog area. As eagles begin to inhabit the nest, the prairie dog population would be eliminated. The Board decided the best option would be to contact Absolute Pest Control to obtain a quote for pest control in the common areas on Diamond Ridge property.

The Board also pointed out that a mountain lion had been sighted twice on Diamond Ridge property; once last week near the tennis courts, supposedly on a homeowner's back deck. Most homeowners are aware of this situation as it was written up on the front page of the newspaper last week; however, Peggy discussed putting an article in the upcoming newsletter. Peggy has contacted the Town twice regarding the mountain lion sightings and the Town will be sending her informational fliers for the Board to post throughout the community advising the homeowners of the danger, and how they should proceed if a mountain lion is spotted.

2006 Pool Contract – The Board met with Team Colorado and Swim Time TLC to discuss their pool maintenance bids for the upcoming pool season. Both contractors presented an overview of their company and addressed Board questions regarding their bids and the services they would provide to Diamond Ridge Estates. Suzanne was asked to obtain references for Team Colorado and, pending positive recommendations, the Board voted to approve Team Colorado as their 2006 pool maintenance vendor. The Board advised Suzanne that they would like the cleaning of pool furniture to be included in the contract.

Lanyards for 2006 Pool Season – Peggy will gather information on a pool card system and present the information to the Board at the next meeting.

NEW BUSINESS

Winter Watering – Suzanne presented the winter watering bid received from Douglas County Maintenance. The received bid included weekly watering for four minutes per tree and the Board did not feel this would be appropriate winter watering. The Board requested Suzanne obtain another bid from Douglas County Maintenance to include deep root watering of the entryway trees.

Bank Signature Cards – The Board signed new bank signature cards authorizing each Board member to sign checks for the Association.

HindmanSanchez Legal Retainer – The Board voted to accept HindmanSanchez's proposal for a yearly legal retainer fee agreement, which will include reduced legal fees and additional services provided by HindmanSanchez for a monthly fee of \$140.00.

Street Sign on Diamond Ridge Parkway and Amber Court – Suzanne advised the Board that a work order has been sent to have this sign/pole repaired and reset. The sign/pole was knocked over by a construction vehicle working on the property. The truck was seen as it knocked over the light pole and reported to the police but the vehicle has not yet been found.

Diamond Ridge Estates' Website – Peggy asked Kevin if he would get involved in the Diamond Ridge community website. Kevin stated he would gladly assist.

ADJOURNMENT

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