

# DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION

## BOARD OF DIRECTORS MEETING MINUTES

MAY 15, 2006

### CALL TO ORDER

The meeting was called to order at 7:05 p.m. Members present were Peggy Cottrell, Al Link, Dan Conroy, and Kevin Raasch. Representing MSI was Suzanne Burton. Homeowner Peter Kyte was also present and requested to observe the meeting.

### 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 April 17, 2006 meeting minutes with the following change:

- Under "Old Business – 2006 Pool Contract", change the wording to say, "A two-year agreement with Swim TLC was finalized for an annual contract rate of \$9,693.00".

### COMMITTEE REPORTS

Recreation Committee – As Tim was not present, there was no report from this committee. The Board discussed the pool windscreens, some of which are ripped and have been taken down. A suggestion was made to plant hedges in front of the windscreens to keep them in place, and Dan will obtain a quote from Douglas County Maintenance and Repair (DCMR).

Architectural Control Committee – Dan Conroy presented the two homes currently under review, which were 832 Diamond Ridge Circle and 828 Diamond Ridge Circle.

Landscape Committee – Al and Dan will inspect the neighborhood for play structures that they feel are unacceptable and forward the information to Suzanne, who will send letters to the owners.

Social Committee/Events – Peggy has spoken to A.J. Taylor, the homeowner who leads this committee, and a community barbecue is being planned for July 15, 2006, at 1:00 p.m. The Committee discussed inviting the local fire department members to the barbecue and requesting they bring one of their trucks and equipment. The Board agreed with this idea and Peggy will ask A.J. to pursue the invitation. A.J. is also researching swimming lessons for the community's children.

## **MANAGER'S REPORT**

Financials – The April 2006 Financials were discussed, with Suzanne explaining the greater-than-expected expense of Grounds Repair – Other and the negative expense of Electricity, which was due to a payment by Lenn Haffeman. The Board had questions regarding a ninety-day delinquent homeowner and last month's legal fees. Dan also questioned the payment of fertilization/weeds/insect to Douglas County Maintenance, as he said they have not yet fertilized. Dan will talk to DCMR and make sure they perform this task. The Board requested the \$25,000.00 check deposited last year and put into the Capital Reserve fund be transferred into their reserves.

Covenant Violations – The current violations were discussed, which include two violations for overgrown weeds, two violations for unruly Sunstone dogs, one for a utility trailer, and one for a boat. Per the Board, the two dog violations will be complied and Al will contact the owners on Diamond Ridge Circle to advise them to mow their weeds.

## **OLD BUSINESS**

Construction Traffic on Diamond Ridge Parkway – Peggy spoke to the Town and two small “No Construction Traffic” signs have been placed at the top of Diamond Ridge Parkway. The Board will ask the Town to also install a sign on Crowfoot Valley Road across from the entryway.

Pool Entry Options – Peggy showed the Board a picture of a “knob guard”, which can be placed over the pool gate knob that will deter anyone reaching over the gate to gain entry. The price of the guard is \$203.09 and the Board voted to approve the installation of this device.

Street Sign on Diamond Ridge Parkway and Amber Court – The sign has been repaired and reinstalled.

Clubhouse Utility Fees – Previous year reimbursement for utility cost from the developer was discussed, as the developer is currently being billed and paying \$450.00 per quarter for reimbursement to the Association of electricity costs, which show in the financials as credits to this account. The Board asked Suzanne to try to find a document relating to this agreement.

Diamond Ridge Legal Documents – As Steve is out of town, Peggy spoke briefly with Steve's wife, who suggested she might know someone who could type these documents. Peggy will contact her to get further details.

Website – Kevin has been working to update the community's website, [www.diamondridge.org](http://www.diamondridge.org). Kevin advised the Board that he would like to continue updating the site through design and graphic revisions, which would cost about \$500.00. The Board voted to accept Kevin's offer for an amount not exceed \$500.00.

Management Contract – The Board will continue to discuss the renewal of MSI's contract, which expires June 30, 2006.

Audit – The Association's every-other-year audit by Brashier & Foss should be completed by the end of this month.

Missing Entryway Sign – Dan will try to find out who made the missing sign and how much it will cost to repair. In the meantime, Suzanne will obtain a quote from the Signist for his repair and reinstallation at the entryway.

Storm Water Utility Fees – Peggy will ask Steve to contact Lenn to see if he has the Area Plan for Impervious Services, which shows details of the area the Town lists as impervious. This will assist the Board in their request to the Town to review the storm water utility fee they charge the Association for water from the meter located near the sales office.

Reverse 911 Service – Suzanne advised the Board that, per her conversation with the Town, the service is currently available and in place for Diamond Ridge Estates.

Diamond Ridge Estates Irrigation as Built – Dan has spoken to Lenn and asked Lenn to try to locate this document.

Swimming Lessons – A.J. Taylor, who is on the Social Committee, has found a contact that can serve as an instructor. The classes can be held in three groups of four children per lesson. The age groups are 3-5 years, 4-7 years, and 6-12 years of age. The half-hour classes would cost \$50.00 per student. As the instructor has no workman's compensation insurance, she advised A.J. that she could bring a certified lifeguard to stay in the water during each lesson, at an additional cost of \$15.00 per hour. The Board approved the lessons, not as a Homeowners Association function, but as a community offering. Interested parties will contact A.J. to sign up and pay for their lessons.

### **NEW BUSINESS**

Community Directory – Peggy spoke to Michelle Herring regarding her production of the directory. The directory, which has been very favorably received in the community, has been compiled and produced by Michelle for a number of years. The Board is considering taking over the responsibility of the directory and will ask Michelle for a proposal to continue its production.

### **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 10:50 p.m.