

# DIAMOND RIDGE ESTATES HOMEOWNERS' ASSOCIATION

## BOARD OF DIRECTORS MEETING MINUTES

OCTOBER 30, 2006

### CALL TO ORDER

The meeting was called to order at 7 PM. Board members in attendance were Peggy Cottrell, Al Link, Steve Knight, Dan Conroy and Kevin Raasch. Representing MSI was Brenda Tate. Others in attendance was Tim Herring.

### OPEN FORUM

There were no owners in attendance for the meeting.

### APPROVAL OF PRIOR MEETING MINUTES

A motion was made and passed to approve the September 18, 2006 Board meeting minutes with the following changes:

Under OLD BUSINESS – Community Directory – The second sentence is to read:  
Michelle Herring will be in charge of updating and distributing the directory.

Under NEW BUSINESS – Damaged Speed Sign on Diamond Ridge Parkway – The one sentence in this paragraph is changed to read:  
It was noted that the bill for this repair would be billed to the automobile owner.

Under NEW BUSINESS – Twenty Year Reserve Plan Update – Bullet point 3 is to be changed to read:  
The amount for clubhouse furniture needs to be increased to \$10,000 and a sub-committee needs to be formed to discuss utilization of the clubhouse.

### COMMITTEE REPORTS

Recreation Committee – The two remaining items of the tennis court nets being removed and the repairs to the sport court are complete.

Architectural Control Committee – The ACC met and discussed in detail with the owner their application to construct a detached garage on their property. The owner will be sending in formal construction drawings for the garage. The plans should reflect that the garage is an 'integral part' of the home.

Landscape Committee – Landscaping items are currently on hold due to the weather.

Social Committee – There was no report for this category.

## **MANAGER’S REPORT**

Financials – The Board discussed the need to place their funds into a money market account or other type of fund in order to be more proactive with interest earnings. MSI will obtain additional information on interest rates and advise the Board. Dan Conroy had obtained initial information from Wells Fargo on a money market checking account. Steve Knight suggested that Citywide Banks (John McLaughlin) be contacted also.

Covenant Violations – The Board discussed the covenant log in detail.

## **OLD BUSINESS**

Clubhouse Utility Fees – It was noted that Dan Conroy will be meeting with Len Haffeman regarding his payment to the Association for the use of the clubhouse as a sales office and Dan noted that Len stated he would pay the Association for his use of the facility.

Diamond Ridge Estates Legal Documents – The Board asked Brenda to contact the typist of the legal documents, as they had not yet been received. It was noted that a check was being signed that night for the work and it was not to be released until the documents had been sent to the Board.

Storm Water Utility Fees – The Board requested that this item be removed from the agenda.

Community Directory – Michelle Herring is working on the Association’s directory.

2007 Grounds Maintenance Contract – Dan Conroy advised the Board that he had met with Douglas County Maintenance (DCMR) and the other grounds/snow contractors and after much discussion it was his recommendation that the Association continue its relationship with DCMR for another year as the contractor had reduced his annual price to \$15,500 for the year. Therefore, a motion was made, seconded and unanimously approved to accept the DCMR contract at a rate of \$15,500 for the 2006-2007 year.

Damaged Speed Sign on DRE Parkway – Brenda was asked if the invoice with a letter had been sent to the auto owner. Brenda stated that she would need to check the system to determine if the letter had been mailed. It was noted that a letter would not be sent until an invoice arrived as the invoice is attached to the billing letter.

FY2007 Budget – The Board covered the budget in detail and provided Brenda with changes that needed to be made. Brenda will finalize the budget into the MSI system with the numbers provided.

Twenty Year Reserve Plan Update – It was noted that the items requested to be changed had been changed per the request.

## **NEW BUSINESS**

Puma Ridge Signs – The Board discussed in detail the directional signs that were being placed in the community by Mr. Haffeman. It was noted that only the 1 permanent sign at the entrance of Diamond Ridge Estates was to be allowed and the directional signs are not allowed in the community.

Late Fee – The Board discussed the need to increase the Association’s late fee from the current \$10 to \$25. A motion was made, seconded and unanimously approved to increase the fee from \$10 to \$25 effective with the change to the SB100 policies for compliance to SB-89.

## **FUTURE AGENDA ITEMS**

Trees at mailboxes – owner to install if HOA purchases trees – Spring 2007

## **NEWSLETTER ITEMS**

Snow removal article advising owners of the priority level for snow removal for the HOA.

Priority 1 – Crowfoot Valley

Priority 2 – DRE Parkway

Owner can check Castle Rock’s website for updated information

## **ADJOURNMENT**

With no further business to discuss the meeting was adjourned at 8:50 p.m.