

# RIDGEWOOD HILLS MASTER ASSOCIATION

## BOARD OF DIRECTORS MEETING MINUTES

February 26, 2008

### CALL TO ORDER

The meeting was called to order at 7:00 p.m.. Board members in attendance were Mike Farrell, Phil Goldstein, Howard Dimmick, Jeff Pagani, and Roberto Avila. Delegates in attendance were Christina Murphy, Don Goldstein, Chad Giron, and Howard Dimmick. In attendance from MSI, LLC was Russ Bartz. Also present at the meeting was homeowner Rex Pielstick.

### DELEGATE

### BUSINESS

Self Help Amendment - MSI, LLC displayed a Notice of Meeting that was mailed to all Ridgewood Hill Delegates. The Notice indicated that the purpose of the meeting was for the Delegates to consider the adoption of a "Self Help" amendment to the Associations Covenants, Conditions and Restrictions. The "Self Help" amendment that was prepared by HindmanSanchez and approved by the Board of Directors was reviewed. This amendment would allow the Association to enter onto an abandoned property and undertake the basic exterior maintenance needs. It is required that in order to adopt such an amendment, a minimum of sixty seven percent, or 527 of the 786 total Delegate votes, be cast in favor of the amendment.

A motion was made by filing two Delegate, Howard Dimmick, for all Delegates in attendance to cast their votes in favor of the "Self Help" amendment as presented. This motion was seconded and carried unanimously. Because there were 548 Delegate votes cast in favor of the "Self Help" amendment at this meeting, Board President, Mike Farrell, and Board Secretary, Phil Goldstein, will sign the amendment which will be filed with the Larimer County Clerk and Recorder

### APPROVAL OF BOARD MEETING AGENDA

The Board meeting agenda for this meeting was accepted as presented.

### APPROVAL OF PREVIOUS MINUTES

The minutes from the January 22, 2008 meeting were approved as written.

### OPEN FORUM

Homeowner, Rex Pielstick, previously presented to the Board of Directors a list of suggestions and comments via e-mail. The Board discussed the suggestions and informally consulted with the Association's attorney. On behalf of the entire Board, Phil Goldstein, responded to Rex's e-mail.

**COMMITTEE REPORTS**

Treasurer’s Report – Board Treasurer, Howard Dimmick, noted that the Association had an Operating Account carry-over balance from 2007 in the amount of \$94,066.42. Because the Board had previously made a decision that a Reserve Account contribution would be made with any 2007 Operating Account carry-over, a decision was made to transfer \$80,000.00 from the Operating Account into the Reserve Account.

Howard reported that there were several previous owner accounts that should be written off as bad debt because they have become uncollectable due to foreclosures. MSI, LLC will review these accounts and discuss them during the Manager's Report later in this meeting.

Architectural Review Committee – Chairman, Howard Dimmick, reported that all Architectural Review applications submitted were completed with the exception of one that was submitted the day of this Board Meeting.

Tree Management Committee – Chairman Roberto Avila reported that he would be conducting a walkthrough of the Community with MSI, LLC and Sam Harrison of Swingle Tree Service. The purpose of this walkthrough will be to inspect the recent pruning completed by Swingle in the Community.

**MANAGER’S REPORT**

Financials – The Board reviewed the Financials for the month of January. The Financials were accepted as presented.

Collection Matters – The Board of Directors reviewed the Delinquencies and took the following actions:

A decision was made to reverse the late fees and interest applied to the following previous owner delinquent accounts. Furthermore a decision was made to write off to bad debt the remaining outstanding balances of these accounts. The properties associated with these accounts have been foreclosed upon and the balances have become uncollectable.

- Account #692
- Account #152
- Account #611
- Account #740
- Account #249
- Account #153
- Account #662

Covenant Violations – The Board of Directors reviewed the Covenant Violation Report and took the following actions:

A letter received from the owner of 7308 Avondale was reviewed. This letter was requesting that the \$25.00 fine, recently assessed to the owners account for a parking violation, be reversed. The owner acknowledged that he had been parking in the common eyebrow driveways, however, only for short periods of time. A decision was made to grant the request to reverse the fine.

Ratification of Community Managers Actions – A motion was made, seconded, and carried unanimously to ratify the actions of the Community Manager outside of the Board meetings.

### OLD BUSINESS

- Issue: DRR Final Inspection
  - Discussion/Summary: Architectural Review Committee Chairman, Howard Dimmick, briefly discussed the concept of conducting a final inspection upon the completion of any exterior improvement. Howard withdrew the concept and recommended that a future Architectural Committee discuss this issue at a later date.
  - Board Decision: A decision was made to accept Howard’s recommendation and withdraw the issue.
  - Action: MSI, LLC will remove the issue from the Boards future agendas.
- Issue: Legal Retainer
  - Discussion/Summary: A Legal Retainer proposal submitted by HindmanSanchez was reviewed. This proposal presented two options for collection of delinquent assessments. One option is to collect delinquent assessments through a traditional Fee Based approach and the second option is a Risk Sharing approach based on 30 percent of the collected amount being paid to HindmanSanchez.
  - Board Decision: A decision was made to engage HindmanSanchez as a non-retainer client, utilizing the traditions Fee Based approach for collection of delinquent accounts.
  - Action: Board President, Mike Farrell, executed the agreement as decided by the Board. MSI, LLC will submit the executed agreement to HindmanSanchez.

### NEW BUSINESS

- Issue: Architectural Review Committee Openings
  - Discussion/Summary: Two open positions on the Architectural Review Committee were discussed.
  - Board Decision: A decision was made to postpone any action on this issue until the March Board of Directors meeting.
  - Action: None taken at this time.
- Issue: ARC Software
  - Discussion/Summary: Howard Dimmick reported that a multi-use educational license for the ARC View 9.2 software, needed to manipulate the GSI data collected by the Tree Management Committee, would cost \$1,000.00.

- Board Decision: A decision was made to purchase a multi-use educational license of the ARC View 9.2 software for \$1,000.00.
  - Action: Howard Dimmick will procure this software and submit an invoice to MSI, LLC for reimbursement.
- Issue: Hudson Court Detention Pond
- Discussion/Summary: The City of Fort Collins is requesting that the Association remove the Prairie Dogs from the east bank of the Hudson Court detention pond. The City is concerned that the Prairie Dogs are undermining the structural integrity of the east bank of the pond. The Board previously approved to have Pest Rite trench a barrier fence along the east fence line that would prevent Prairie Dogs from migrating from the county property to the east and the Association owned pond. In addition, Pest Rite was contracted to trap and relocate the Prairie Dogs on Association owned property. Pest Rite was unsuccessful in their attempts to install the fence or in trapping the Prairie Dogs. The existing wood privacy fence, the Association's irrigation lines, and the proposed location for the barrier fence are too close together, making trenching impossible. The trapping efforts were spoiled by vandalism. MSI, LLC solicited a proposal, in the amount of \$722.44, from Mill Brothers Landscaping to hand dig a trench to install the barrier fence in.
  - Board Decision: A decision was made to accept the proposal from Mill Brothers to hand dig the trench and have Pest Rite move forward with installing the trench.
  - Action: MSI, LLC was requested to seek a proposal from Pest Rite to fumigate the Prairie Dogs. The Board will discuss such a proposal at the March Board meeting.
- Issue: Speed Abatement
- Discussion/Summary: The possibility of the Association working in conjunction with the Thompson School District regarding speed abatement along Avondale, near the new elementary school, was discussed.
  - Board Decision: Phil Goldstein was appointed to chair a Committee to address speed abatement efforts with the Thompson School District.
  - Action: MSI, LLC was requested to provide the Thompson School Districts Construction Manager's name and phone number to Phil.
- Issue: Executive Session
- Discussion/Summary: The Board moved into Executive Session at 8:55 p.m. to discuss Association Policy recently reviewed with the Association's Attorney.
  - Board Decision: The Board came out of Executive Session at 9:15 p.m..
  - Action: None taken at this time.
- Issue: Conduct of Meeting Policy
- Discussion/Summary: An error in the Conduct of Meeting Policy, previously drafted by HindmanSanchez, was reviewed.
  - Board Decision: HindmanSanchez will be engaged to revise the policy in order to correct the error. The revision will be reviewed at the March Board of Directors meeting.

- Action: MSI, LLC will contact HindmanSanchez to request the revisions prior to the March Board meeting.

**NEXT MEETING DATE, TIME & LOCATION**

The next meeting will be on March 25, 2008 at 7:00 p.m. in the MSI, LLC Loveland office.

**ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:25 p.m..