

RIDGEWOOD HILLS MASTER ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

JUNE 27, 2006

CALL TO ORDER

Board President, Mike Farrell, called the meeting to order at 7:03 p.m. Also in attendance for the Board of Directors were Chad Hendricks, Roberto Avila, Howard Dimmick, Phil Goldstein and Don Wells. Not in attendance at the meeting was Board Member Darren Conradson. Representing MSI was Community Manager, Russ Bartz.

APPROVAL OF PREVIOUS MEETING MINUTES

The minutes from the Board meetings dated May 23, 2006 as well as the Special Board meeting dated June 6, 2006 were approved as written.

OPEN FORUM

The owner of 501 Holyoke attended the meeting to request that the Association plant several trees in the common area behind her resident. This would offer the property at 501 Holyoke as well as the neighboring properties more privacy from members walking throughout the common area. The request was discussed with the owner and the Board informed her they would consider it at a future Board Meeting and respond back at that time.

OLD BUSINESS

Concrete Speed Bumps – Mike Farrell had summarized information given to him from homeowner Darren Moritz. Darren is an employee of the City of Fort Collins and works specifically for the Engineering Department responsible for these speed humps. Mike indicated that Darren had recommended the installation of concrete speed bumps rather than the previously approved asphalt speed bumps. In Darren's opinion concrete can be controlled and install according to the specifications more accurately than asphalt. Proposals were reviewed from PBM, Incorporated for a total of \$80,866.00 and Reconstruction Experts for a total of \$48,686.40. In addition, MSI had reported that upon Darren Moritz's recommendation, a bid was solicited from Vogul Concrete. Vogul Concrete was willing to prepare an estimate for installing the speed bumps, however at the current time, they were booked through mid-September. After discussing the proposals, a motion was made, seconded and carried to accept the estimate from Reconstruction Experts, provided they can satisfy the requirements and specifications of the City of Fort Collins.

Management Contract Renewal – MSI agreed to remove the requirements for the association to have an MSI-managed website. Russ made the Board aware that the current Ridgewood site would need to be updated to contain all of the necessary information required by law to be disclosed. In addition, the Association would have to provide a contact person for the web if owners have questions about the availability of information. Howard Dimmick will be charged with overseeing the site. The Recreation Association has deferred two of their annual mass mailings to the Master Association. With this deferral, the new contract will include six mass mailings per year. A motion was made, seconded and carried to accept the proposed management contract. Mike Farrell was given authority by the Board of Directors to sign the new, amended, contract as soon as it is available on behalf of the entire Board.

Tree Tracking Program – Roberto Avila updated the Board on the tree-tracking program he was proposing. He indicated that the GPS system that was available through Howard Dimmick would not work for the program, as it did not have a high enough resolution. Roberto discussed approximate costs to purchase an adequate GPS system. The Board requested Roberto prepare a summary of the total cost of his proposal, including any software that would be needed to run the GPS system and create a database.

Parking Policy - The Board previously requested MSI to engage HindmanSanchez to review a proposed parking policy prepared by Chad Hendricks. This review has not yet been completed so the issue was tabled until the July meeting.

HOA Fence Staining – The Board reviewed a proposal from Aspen Painting Maintenance to stain the HOA fence along the west ridge in Filing 1. Aspen’s proposed estimate for this project was \$3,650.00. A motion was made, seconded and carried to accept the proposal.

Entry Flowers – Mike Farrell reported to the Board that the Landscaping Flower Committee was currently meeting to a design plan to install flowers in the entrance areas. Mike also reported that the \$500.00 previously approved for this project would not be enough funds for Mill Brothers Landscaping to implement the plans of the Committee. As a result, a motion was made, seconded and carried to increase the previously approved \$500.00 to \$1,000.00 for the plant material and \$200.00 for the labor to plant these flowers.

Education Committee – The Board discussed a request from the Education Committee to provide additional information regarding the upcoming school bond issues. After this discussion, a motion was made, seconded and carried to table the issue to allow the Board additional time to gain information regarding the bond issue and discuss what direction the Association should take in providing additional information to the Community.

Prairie Dogs – The Board of Directors reviewed complaints from various homeowners near the Hudson Court retention pond regarding the prairie dogs and the recent movement into the retention pond. MSI reported that these prairie dogs are starting to destroy some of the landscaping along the fence line. A motion was made, seconded and carried for the Association to adopt a no-kill policy of prairie dogs similar to the City of Fort Collins policy

Drain Pan Cleanouts – A proposal from Mill Brothers Landscaping to clean the drain pans in the bottom of the retention ponds was reviewed. Mill Brothers’ proposal was for monthly cleanings

at \$500.00 per month per drain pan. There are three major drain pans in the community. A motion was made, seconded and carried to authorize Mill Brothers Landscaping to clean the drain pans one time in the month of July. After the pans have been cleaned, the Board will review the drain pans and discuss additional cleanings.

NEW BUSINESS

Architectural Review Violations – Melissa Garcia, with HindmanSanchez, reviewed the recently adopted policy for assessing fines up to \$500.00 for failing to submit a Design Review Request. Melissa discussed the obligations of the Association regarding approving Design Review Requests. Melissa informed the Board that they do not have authority to deny a request that would otherwise be approved based on the fact that the owner failed to submit. She had informed the Board that there are actually two separate violations.

1. Failing to submit a Design Review Request
2. Starting a project without approval.

Melissa advised the Board that in accordance with the recently adopted policy, they could assess a fine up to \$500.00 for starting a project without approval. She cautioned the Board that they should be consistent with assessing fines under this policy and recommended that the Board have HindmanSanchez draft a covenant violation letter that would combine both violations. A motion was made, seconded and carried to engage HindmanSanchez to draft such a letter.

Officer Positions

- Board Treasurer - Currently no Board Treasurer is in place. Howard Dimmick expressed and interest in fulfilling this position. A motion was made, seconded and carried to appoint Howard Dimmick as the Treasurer.
- Architectural Review Committee – A motion was made, seconded and carried to appoint Howard Dimmick and Don Wells to the Architectural Review Committee. This Committee will continue to be chaired by Board Member Phil Goldstein.

Fence Repairs – Russ reported that during a recent inspection, he had found several broken fence posts in the Kersey Court Open Space. Russ solicited an estimate from Aspen Maintenance to repair this fence line. The repair proposal was \$2,440.00. A motion was made, seconded and carried to accept the proposal.

Fence Staining – The board reviewed a proposal for staining the west fence line in filing one. After this review a motion was made seconded and carried to accept the proposal from Aspen Maintenance in the amount of \$3,650.00.

Transmission Line Project – A letter owners recently received from the Power Authority to upgrade transmission lines was reviewed. A request was made by Filing 1 delegate John R. Toliver to have the HOA draft a letter requesting that the transmission lines, be relocated from their current location along the railroad tracks to a location closer to Shields Avenue. A motion was made, seconded and carried to authorize John to draft a letter to the City of Fort Collins and the Plant River Power Authority on behalf of the Ridgewood Hills Homeowners Association.

Tree Replacement – Seven trees have been reported to have recently died. A motion was made, seconded and carried to authorize Mill Brothers Landscaping replace these trees. Dependant on variety, the cost to replace these trees as reported from Mill Brothers Landscaping, would be between \$350.00 and \$450.00 per tree.

Covenant Amendments – The Board discussed homes that were currently being foreclosed upon and abandoned by owners. As a result homes have not been maintained well. The current covenants do not give the association authority to go onto an abandoned property and provide basic maintenance. A motion was made seconded and carried to authorize HindmanSanchez to draft a proposed amendment to the covenant, giving the Association such authority.

MANAGERS REPORT

Financials – The most recent Financials were reviewed.

Delinquencies – The Delinquency Report and the Legal Status Report were reviewed.

Covenant Violations

- 432 Peyton – The Board authorized HindmanSanchez to file a covenant violation lien against this property as it is now for sale.
- 315 Peyton – MSI had reported that they had sent the owner of this property a letter apologizing for the Board not taking up the issue in a more timely fashion at the May Board of Directors meeting. The property remains out of compliance as a result of the unfinished landscaping. A hot tub remains in the rear yard and oil stains continue to be an issue on the driveway. The Board authorized MSI to move forward in accordance with the Associations covenant violation policy for these issues.

Ratification of Community Manager's Actions – The actions of the Community Manager outside of the Board of Directors meeting was ratified.

NEXT MEETING

The next Board of Directors Meeting is scheduled for July 25, 2006 at 7:00 p.m. in the MSI Loveland office.

ADJOURNMENT

Without further business to discuss, the meeting was adjourned at 10:05 p.m.