

# **RIDGEWOOD HILLS MASTER ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

**OCTOBER 18, 2005**

### **CALL TO ORDER**

Board President, Mike Farrell, called the meeting to order at 7:10 p.m. Board members in attendance were Mike Farrell, Phil Goldstein, Howard Dimmick, Roberto Avila, and Don Wells. Absent from the meeting was Board member Chad Hendricks. Representing Management Specialists, Inc. was Russ Bartz.

### **OPEN FORUM**

Darren Conradson from 7226 Matheson Drive attended the meeting to discuss with the Board the open Board seat. Darren notified the Board he was interested in the seat, however he wanted to disclose to the Board that his house was currently on the market and he would possibly be moving to Denver, although he did not anticipate this move taking place in the near future. Darren was asked by the Board members to temporarily excuse himself from the meeting so the Board could discuss Darren's candidacy for this open seat as well as two other individuals that were possibly interested in the open Board position. After discussion the Board conducted a secret ballot for appointing Darren. Four ballots were returned in favor of the appointment and one was an abstention. Darren rejoined the meeting and Mike Farrell announced the results of the appointment and welcomed Darren as the newest Board member. Darren will be appointed to Janay Myers seat, which expires at the Annual Meeting in March of 2006.

### **APPROVAL OF PREVIOUS MEETING MINUTES**

The minutes from the Board of Directors meeting on September 20, 2005 were approved as written.

### **MANAGER'S REPORT**

Financials and Delinquencies – Management Specialists, Inc. presented the financials and delinquencies for period ending September 30, 2005.

700 Flagler – The resident at this location had requested the Board remove \$50.00 fine assessed for unsightly storage on August 23, 2005. The merits of her requests were based on her diligence to work with the Board and immediately rectifying the unsightly storage violation. A motion was made, seconded and carried to remove this fine from the homeowners account.

432 Peyton – This property currently has a covenant violation for lawn maintenance, weeds and fence issues. These fines have escalated to the highest level allowed by the fine policy. No

response from the homeowner has ever been received. The Board of Directors has requested that Management Specialists, Inc. turn this account over to Orten & Hindman.

The Hudson Retention Pond – Graffiti was reported on the fence on the Hudson Retention Pond as well as the concrete outlet culvert that feeds the Hudson retention pond from street runoff. Management Specialists, Inc. reported that a work order had been issued to Aspen Painting to replace approximately 10 pickets, and to paint over the graffiti on the outlet culvert.

Fence Repairs – In response to a homeowner request to repair the fencing in Filing 1, along the west ridge, Management Specialists, Inc. confirmed the need for repair and solicited a bid from Aspen Maintenance to conduct these repairs. It was reported that the total material and labor for these repairs would be \$484.00. In addition to these repairs Aspen Painting and Maintenance was recommending that this fence line be stained with either a semisolid or solid stain to prolong the life of the fence line. The cost of the staining project for semisolid stain would be \$2,785.00; for the solid stain it would be \$3,125.00. After a brief discussion regarding this, a motion was made, seconded, and carried to move forward with the fence repairs. The Board decided to table the staining recommendation at this time.

Mills Brothers Pump Repairs – An unauthorized repair for pump station one in Filing 1 has been received from Mill Brothers. Mick Sage apologized for moving forward with these repairs without getting authorization. Mick has reported that most of this work was done by Advanced Mechanical Services. He provided a copy of the invoices from Advanced Mechanical Services and indicated the invoices were marked up by \$555.25 by Mills Brothers. After a discussion a motion was made, seconded, and carried to pay the invoices minus the Mills Brothers mark up. Russ will discuss this with Mick and report back to the Board.

Mills Brothers 2004 Outstanding Invoices – There have been several invoices on hold with Management Specialists, Inc. from being paid to Mills Brothers for work in 2004. This work was done on the request of DR Horton, and invoiced to the HOA. Russ Bartz has worked out the payment of these invoices between Mills Brothers and DR Horton. Mick Sage has redirected the bills and billed DR Horton directly.

Orten & Hindman Opinion – As requested by the Board, Management Specialists, Inc. solicited the opinion of Orten & Hindman regarding a Board proposal to have a special fine policy for not complying with the Design Review Process. Melissa Garcia with Orten & Hindman had indicated that this would be acceptable as long as it was reasonable. She recommended that specific language be in the policy to reference major violations of failure to submit Design Review Requests. Examples of this would be to fail to submit a request for painting or putting on an addition. She recommended that such a policy not apply to things like planting a tree or putting up a storm door.

Ridgewood Hills Village Drainage – A report had come into the Management Specialists, Inc. office that there was a drainage problem in the parking lot of the Ridgewood Hills Village. The curb cut in this area to drain the parking lot water into the Master Association common area retention pond had been silted in. Russ Bartz reported that he had asked Mick Sage with Mills Brothers to clear out the silt in the curb cut and issued a work order not to exceed \$300.00. At a

future Board meeting Russ recommended a discussion be entertained to have the drainage area reworked with some cobblestones to prevent the curb cut from silting in again.

Ratification Of The Manager's Action – Upon discussion regarding the Manager's Report the Board of Directors ratified the actions outside the meeting of the management company.

### **OLD BUSINESS**

Twenty Year Reserve Plan – The Twenty Year Reserve Plan will remain on the Old Business as an agenda item. The Ridgewood Hills Master Association currently has a Twenty Year Reserve Plan. Mike Farrell will at some point in the near future contact Todd Fackler and review the Twenty Year Reserve Plan.

Speed Humps – Don Wells is in the process of getting final placement agreements with the affected homeowners. After these agreements are secured, Russ will schedule the installation of the speed bumps with Rocky Mountain Pavement. The Board of Directors discussed adding a sixth speed hump along Matheson in which the location is yet to be decided. Don had indicated he would call the City of Fort Collins to discuss this and pick an exact location if the Board decided to install one. A motion was made, seconded, and carried to add the sixth speed bump.

SB 100 – The seven required Policies of SB-100 were discussed. These Policies need to be in place by January 1, 2006. Board President Mike Farrell and member Howard Dimmick will work outside the Board meetings in preparing the seven required Policies of SB 100 for adoption by the entire Board. Russ Bartz recommended that the HOA attorney review them.

Sign Policy – The Board of Directors at a previous meeting had adopted a sign policy for the Ridgewood Hills Master Community. Management Specialists, Inc. had recommended this policy be formally adopted via a Resolution. Howard will forward the language of this recently adopted policy to Russ so a formal Resolution can be drafted for next Board meeting.

### **NEW BUSINESS**

Budget – The Board of Directors briefly discussed the proposed budget from Management Specialists, Inc. for the year 2006. After discussion, a motion was made, seconded, and unanimously carried to approve the budget presented as written.

Grounds Contract – The Board reviewed grounds contracts for the 2006 season. After this review, Management Specialists, Inc. had indicated that Mills Brothers would be willing to engage in a three-year contract with no increase from the 2005 season. After discussing the options, a motion was made, seconded, and carried to accept the contract for a three-year term from Mills Brothers.

Weed Violations– It had been reported that there are several properties on Stonington Lane owned by an investment company in violation for weeds. These weeds have been removed and piled on top of the driveways. Management Specialists, Inc. was asked to monitor this for the next three weeks. If the weeds are not removed from driveways, Management Specialists Inc. should proceed with the covenant violations policy for unsightly storage.

Adopt A Street Program – Phil Goldstein had given a report that the Adopt a Street program held in September was successful. Phil had volunteered to chair the Adopt a Street program for the spring of 2006. Phil will report specifics of the successful adopt a street program for the entire community in a future newsletter.

### **NEWSLETTER/ MAILING**

The next newsletter/ mailing will be in January for a budget presentation meeting to the entire community.

### **NEXT MEETING**

The next Board of Directors meeting will be a Budget Ratification meeting. This meeting will also include the Ridgewood Hills Delegates. It is scheduled for November 15, 2005 at 7:00 p.m. in the Management Specialists, Inc. office.

### **ADJOURNMENT**

Without further business to discuss, the meeting was adjourned at 9:00 p.m.

RB/tt/RHM