

# **RIDGEWOOD HILLS MASTER ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

**November 25, 2008**

### **CALL TO ORDER**

The meeting was called to order at 7:05 p.m. Board Members in attendance were Mike Farrell, Phil Goldstein, Howard Dimmick, Roberto Avila, Don Wells, and Michael Castell. Delegates in attendance were Mike Farrell, Howard Dimmick, Michael Castell, Don Wells, Mike Roggy, Don Goldstein, and Chad Giron. In attendance from MSI, LLC was Russ Bartz.

### **AGENDA CHANGES**

There were no changes to the agenda that was presented.

### **BUDGET**

### **RATIFICATION**

The Ridgewood Hills Recreation and Ridgewood Hills Master Associations 2009 Budgets, which were adopted by the respective Boards of Directors, were reviewed by the Delegates in attendance.

A motion was made, seconded, and carried to ratify the Budgets as presented.

### **MEMBERS FORUM**

No homeowners were present.

### **APPROVAL OF PREVIOUS MINUTES**

The minutes from the October 28, 2008 meeting were approved as written.

### **OLD BUSINESS**

- Item: Habitat Land
  - Discussion/Summary: The possibility of the Association purchasing a vacant lot near the intersection of Avondale and Triangle, which is owned by Habitat for Humanity, was discussed. Specifically, the Board discussed possible uses for this lot.
  - Board Decision: A decision was made to delay any further action regarding this matter until a comprehensive Reserve Plan could be developed.
  - Action: No action was needed.

- Item: 20 Year Reserve Plan
  - Discussion/Summary: The need to identify in greater detail the Association’s capital assets was discussed. The current 20 Year Reserve plan appears to not have an accurate accounting of all of the assets.
  - Board Decision: A proposal to have a comprehensive reserve plan will be solicited and reviewed at the next Board meeting.
  - Action: MSI, LLC will solicit a proposal from Association Reserves to complete a detailed Reserve Study for the Community.
  
- Item: Speed Abatement
  - Discussion/Summary: Phil Goldstein explained a program the City of Fort Collins has which is available to residents in Communities called Traffic Tamers.
  - Board Decision: An informational article will be placed in the next newsletter regarding the City of Fort Collins Traffic Tamers program.
  - Action: Board Secretary, Phil Goldstein, will draft an article and forward it to the Board for their review prior to publishing the next newsletter.
  
- Item: Monument Sign
  - Discussion/Summary: Two monument sign design options prepared by DaVinci Signs were reviewed. Input from owners who responded to the article in the last newsletter, as well as the posting on the Association’s web site regarding the two design options, was also reviewed.
  - Board Decision: A decision was made to ask DaVinci to provide a firm proposal that could be discussed at the January Board meeting to construct and install design option one. The method of lighting would be up lighting mounted in the ground in the mulch bed in front of the signs.
  - Action: MSI, LLC will contact DaVinci to request a firm proposal. The proposal will be included in the December Manager's Update.
  
- Item: Fence Stain Color
  - Discussion/Summary: No discussion took place regarding this matter.
  - Board Decision: No decision was needed.
  - Action: No action was needed.
  
- Item: Roof Materials
  - Discussion/Summary: Samples of roof materials and colors were reviewed from the following manufacturers:
    - Owens Corning
    - CertainTeed
    - Tamko
    - GAF
  - Board Decision: Entire roof re-shingling can be completed automatically without seeking Design Review Committee approval provided 30 year warranted, weathered wood colored, asphalt shingles are used from Owens Corning, CertainTeed, Tamko, or GAF. Shingle patches / repairs to existing roofs can be completed without Design

Review Committee approval provided the shingle color is an exact match to the existing shingles installed on the roof.

- Action: No action taken.

## **NEW BUSINESS**

### ➤ Item: Storm Sewer Screens

- Discussion/Summary: It was noted that the temporary silt screen placed around the storm sewers during the elementary school construction have broken open and become unsightly.
- Board Decision: A decision was made to engage a maintenance company to remove and dispose of the storm sewer screens.
- Action: MSI, LLC will issue a work order.

### ➤ Item: 2009 Legal Retainer Program

- Discussion/Summary: A 2009 Retainer Program proposal was reviewed from HindmanSanchez. The program included options for collections by a traditional means or a risk sharing plan.
- Board Decision: The Association will engage HindmanSanchez as a non-retainer client for 2009 and utilize their Traditional Collection plan for collecting delinquent assessments.
- Action: MSI, LLC will complete the engagement agreement for the Association.

## **COMMITTEE REPORTS**

Treasurer's Report – Board Treasurer, Howard Dimmick, briefly updated the Board on the investment status of the Association's Reserve Fund Certificates of Deposits. Howard indicated that one of the Certificates came up for renewal on November 21, 2008. He will be purchasing a new certificate with these funds after he researches certificate interest rates at the various local banks.

Adopt-A-Street Committee – Committee Chairman, Phil Goldstein, announced that the gift certificates for the Fall Adopt-A-Street participants were purchased. Thank You letters were drafted and signed at this meeting. These letters and certificates will be mailed to each family who participated.

Architectural Review Committee – No report was given.

Tree Management Committee – Sam Harrison, of Swingle Tree Service, has recommended that the Association execute a winter watering event for the newly planted trees throughout the community. The approximate cost for this event would be \$200.00. The Board requested that MSI, LLC issue a work order to Swingle Tree Service.

## **MANAGER'S REPORT**

Financials – The Board reviewed the Financials for the month of October 2008. The Financials were accepted as presented.

Collection Matters – The Board of Directors reviewed the Delinquencies and took the following actions: No Board action was needed at this time.

Covenant Violations – Covenant Violation Report was reviewed. No action was needed at this time. MSI, LLC informed the Board that the non-complying vinyl shed located at 412 Idalia had been removed.

Association Business – No other Association Business was discussed at this meeting.

Ratification of Community Manager's Actions – The actions of the Community Manager outside of the Board meetings were ratified.

## **NEXT MEETING DATE, TIME & LOCATION**

The next meeting will be Tuesday January 27, 2009 at 7:00 p.m. in the Loveland MSI, LLC office.

## **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 9:00 p.m.