

RIDGEWOOD HILLS MASTER ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

March 31, 2010

DRAFT One

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, Roberto Avila, and Michael Castell. In attendance from MSI, LLC was Russ Bartz.

AGENDA CHANGES

The following Old Business item was removed from the Agenda:

- Pet Waste

The following New Business item was added to the Agenda:

- Community Yard Sale
- Dumpster Day
- Arch View Software

CONTRACTORS REPORTS

Due to the rescheduling of this Board meeting as the result of the regular meeting being cancelled due to a snow storm, Urban Farmer was not in attendance. However, Urban Farmer met with Board Member Mike Castell outside of the Board meeting. Mike will provide an update later in the meeting regarding the meeting he had with Urban Farmer.

MEMBERS FORUM

No members were present.

APPROVAL OF PREVIOUS MINUTES

The minutes from the February 23, 2010 Board meeting were approved as written.

OLD BUSINESS

- Item: Design Guidelines
 - Discussion/Summary: A proposal from HindmanSanchez to rewrite the Design Guideline for each Filing of Ridgewood Hills was reviewed.

- Board Decision: HindmanSanchez will be engaged to rewrite the Association's Design Guidelines based on the Covenants, Conditions, and Restrictions.
- Action: MSI, LLC will engage HindmanSanchez for this project.

- Item: Hudson Court Retention Pond
 - Discussion/Summary: Mike Castell reviewed the proposals that Urban Farmer presented to address the drainage issues.
 - Board Decision: A Standing Committee consisting of Mike Castell was formed to evaluate the proposal in detail and consider other options.
 - Action: Mike will offer a report to the Board at the April Board Meeting regarding this issue.

- Item: Federal Grant Request
 - Discussion/Summary: Roberto Avila updated the Board regarding what he has learned regarding grant application process. MSI, LLC recommended that if the Association continued to pursue applying for a Federal Grant, that HindmanSanchez be formally engaged to review the application prior to submittal.
 - Board Decision: Roberto was asked to continue to research and understand the grant application process.
 - Action: Roberto will offer a report to the Board at the April Board Meeting regarding this issue.

- Item: 2010 Annual Meeting
 - Discussion/Summary: The Annual Meeting Notice and the accompanying documents to be mailed along with the Notice were reviewed.
 - Board Decision: The terms of the current Board Members will be added to the letter explaining the election process.
 - Action: MSI, LLC will make the edits and release the Notice for mailing.

NEW BUSINESS

- Item: Community Yard Sale
 - Discussion/Summary: Dates for the annual Community Garage Sale were considered.
 - Board Decision: The Community Garage Sale was scheduled for June 12th.
 - Action: MSI, LLC will place a classified ad in the local newspaper and make arrangements to have the banners erected announcing the event.

- Item: Dumpster Day
 - Discussion/Summary: Dates for the annual Community Dumpster Day were considered.
 - Board Decision: The Community Dumpster Day was scheduled for June 12th
 - Action: MSI, LLC will schedule this with Gallegos Sanitation.

- Item: ARC View Software

- Discussion/Summary: Howard Dimmick informed the Board that a maintenance agreement is available for the GPS device owned by the Association.
- Board Decision: The Association will not purchase the software upgrade at this time.
- Action: No action is required.

REPORTS

Treasurer's Report – Board Treasurer Howard Dimmick reported the Reserve Funds, which have been invested at Western States Bank have been moved to a money market account at the Fort Collins Bank of Commerce. Howard also reported that two Advantage Bank Reserve Fund CDs will be maturing on April 2, 2010. A decision to reinvest these funds will not be made for approximately two weeks as Howard is waiting for the Advantage Bank rates to be released.

Adopt-A-Street Committee – Committee Chairman Phil Goldstein announced that the Spring Adopt A Street will be scheduled for May 15, 2010. Phil will include a flyer with the Annual Meeting Notice mailing announcing the event.

Architectural Review Committee – No report was given.

Tree Management Committee – No report was given.

Recreation Association – Recreation Association Board President Mike Castell provided a brief report regarding the Recreation Association. Mike announced that the Splash Pool Services has been placed under contract to oversee the Pool Operations for the season. Mike also announced that during the slower evening hours of operation, the pool will be guarded by just one lifeguard. During these times members will need to use their #6 key to access the facility as the check in station will not be staffed. This decision was made by the Recreation Association in an effort to reduce operating costs.

MANAGER'S REPORT

Financials – No Financial Reports were reviewed as MSI, LLC has not received the most recent Reserve Fund investment interest statements from the Public Service Credit Union. As soon as these are received, MSI, LLC will complete Financial Reports, send them to the Board via email, and post them on the Association's website.

Collection Matters – The current Delinquency and Legal Collection reports were reviewed and the Board took the following action:

7009 Avondale – Due to the owner bringing the account current by complying with the Board's previous request, a decision was made to reverse \$80.00 worth of previously assessed late fees and interest.

Covenant Violations – The current Covenant Violation Report was reviewed and the Board took the following action:

508 Jansen – The covenant violation issue will be placed on hold for this account and the lien will remain in place until the owner brings the unstained fence into compliance.

Association Business – The following additional Association Business was acted upon:

- A request from the owner of 508 Jansen to have the Association stain their fence, which has been water stained from the Association’s irrigation system was considered. The Board decided they would offer to power wash and clean the fence, but not actually stain it.
- A website hosting and management renewal proposal from DCS Consulting was reviewed. A decision was made to execute the renewal proposal. MSI, LLC will issue payment for this service.
- A pre-payment option from Swingle Tree Service, which offered a 5% discount, was considered. A decision was made to not execute this option and pay for Swingle’s services as they are rendered.

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 held on April 27, 2010 at 7:00 p.m. in the Loveland MSI, LLC office.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:35 p.m.