

RIDGEWOOD HILLS MASTER ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

October 25, 2011

DRAFT ONE

CALL TO ORDER

The meeting was called to order at 7:14 p.m. Board Members in attendance were Michael Castell, Howard Dimmick, Lance Paa, Roberto Avila, Michael Keenan-Harte, Renee Vogel, and David Brock. In attendance from MSI, LLC was Community Manager Russ Bartz.

AGENDA CHANGES

The following Item was added to the Agenda:

- Old Business – Facebook Account.

CONTRACTORS REPORTS

Mick Sage of Valley Crest Landscape Maintenance provided a brief report on the state of the Association's Common Areas. Mick indicated that all of the trees recently approved by the Board for replacement with the exception of the Willow Trees have been planted. Valley Crest is in the process of winterizing the irrigation system. This task should be completed by the end of the week.

Jeff Bowman of All Set Restoration reported the erosion control repairs in the Triangle / Peyton detention pond were underway. Jeff expected that these repairs would be completed by the end of the month. Jeff also reported that Kate Green of Native Seeders would have an initial design for potential Hudson Court landscaping renovations completed for the Board's review soon.

MEMBERS FORUM

Theresa Wyant, the Owner of 603 Stoneham Court, requested clarification on what additional information the Architectural Review Committee needed to approve the color of shingles she is proposing to use on her home. Theresa presented a sample of the colors for review. The Board approved the color as presented.

Lance Paa, on behalf of Silvia Wilkins, the Owner of 603 Hillrose Court, requested clarification as to what additional information Silvia needed to present, to gain approval of landscaping rock she would like to install around her home. Architectural Review Committee Members present, indicated that a sample of the rock was requested. In addition, there was a concern that the

project was moving forward without approval and the method of installation needed to be addressed. MSI, LLC will meet with Silvia on site to go over these issues.

Michael Keenan-Harte, on behalf of Jon Heeringa, the Owner 601 Holyoke Court, presented a Design Review Request form from 2005 showing Committee approval to change the roof shingle colors to red/brown. Board Member David Brock previously thought that an agreement was in place requiring that the shingles be replaced with Weathered Wood colored shingles when they were in need of replacement next. No such agreement could be produced. Therefore, the information presented on the Design Review Request was valid and the red/brown shingle color is approved for this particular home. MSI, LLC will draft a letter clarifying this issue for the Owners.

APPROVAL OF PREVIOUS MINUTES

The minutes from the September 27, 2011 meeting were approved as written.

RATIFICATION OF BOARD DECISIONS

The following decisions of the Board of Directors, which were made outside of the Board Meetings, were ratified:

- Accepted a proposal from Valley Crest Landscape Maintenance to replace dead trees throughout the Community. It was agreed with Valley Crest that payment for these trees will be deferred until 2012.

OLD BUSINESS

- Item: Design Guideline Rewrite
 - Discussion/Summary: MSI, LLC reported that the final draft of the Design Guideline Rewrite has been submitted to HindmanSanchez Transactional Attorney Melissa Garcia for a legal review. It is expected that Melissa's review will be completed in time for the Board to adopt the document at the November Board Meeting.
 - Board Decision: No Board decision was needed at this time.
 - Action: No action was taken.
- Item: Hail Damage Repairs
 - Discussion/Summary: MSI, LLC reported that Travelers Insurance has agreed to pay for the lightning related damage to three irrigation lift stations. The funds have been received from Travelers and will be deposited into the Association's Operating Fund.
 - Board Decision: No Board decision was needed.
 - Action: MSI, LLC will release payment to Valley Crest Landscape Maintenance for the repairs.
- Item: Facebook Account
 - Discussion/Summary: Michael Castell announced that the Association's Facebook Page has been set up and is operational.

- Board Decision: No decisions were necessary.
- Action: No actions were necessary at this time.

NEW BUSINESS

- Item: Fence Damage Repairs
 - Discussion/Summary: MSI, LLC reported that Travelers Insurance has agreed to pay for the damage caused to the Association owned fencing by the July 13, 2011 hail storm. The Board is considering to use the funds to re-stain the fencing or possibly replace the oldest damaged sections of the fence.
 - Board Decision: Replacement proposals will be solicited from three qualified contractors.
 - Action: MSI, LLC will solicit replacement proposals from All Set Restoration, All Phase Restoration, and The Split Rail Fence Company.

- Item: Reserve Plan Review
 - Discussion/Summary: MSI, LLC presented an updated 20-Year Reserve Plan.
 - Board Decision: The updates were accepted as presented.
 - Action: No Board action was needed.

- Item: 2012 Budget
 - Discussion/Summary: A preliminary draft of the 2012 Budget prepared by MSI, LLC was reviewed. This draft included increasing assessments from \$342.00 per unit per year to \$363.00 per unit per year.
 - Board Decision: The 2012 Budget was adopted by the Board with the following changes:
 - Move an additional \$25,000.00 from the Operating Fund to the Reserve Fund in 2011.
 - Set the 2012 Annual Assessment at \$350.00 per unit per year.
 - Action: MSI, LLC will make the changes requested by the Board and prepare a Notice of Budget Ratification Meeting to be sent to the Delegates of the Association. This Notice will include a summary of the Board adopted 2012 Budget.

COMMITTEE REPORTS

Treasurer's Report – Chairman Howard Dimmick reported that the actions taken in by the Board in adopting a 2012 Budget would help to bring the Association's Reserve Fund balance in line with the 20-year Reserve Plan.

Adopt-A-Street – MSI, LLC reported that Committee Chairman Darren Moritz was prepared to hold the fall Adopt A Street event within the next three weeks. A decision was made to announce this event with an email blast and by placing signage at the entrances to the Community. This action will save the Association administrative costs.

Architectural Review – No report was given other than the information discussed during the Open Forum section of this meeting.

Tree Management – No report was given

Natural Areas – Chairman Renee Vogel reported that the Committee would be applying for a City of Fort Collins Natural Areas grant to replace dead trees in the Natural Areas with trees native to Colorado. This action of the Committee was ratified by the Board of Directors.

RECREATION ASSOCIATION REPORT

Recreation Association Board President Michael Castell reported that Recreation Association Board has adopted a 2012 Operating Fund Budget with no proposed increase in Assessments. Michael also reported that the Board would be considering re-surfacing the Association's pools in 2012.

MANAGER'S REPORT

Financials – Financial Reports for the month of September 2011 were presented. A summary of these reports were reviewed.

Delinquencies – Delinquency and Collection Status Reports for the month of September 2011 were reviewed. No Board action was required at this time.

Covenant Violations – The most recent Covenant Violation Reports was reviewed. No Board action was required at this time.

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

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

NEXT MEETING DATE, TIME & LOCATION

The next meeting will be held on November 21, 2011 at 7:00 p.m. in the Loveland MSI, LLC office.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 9:27 p.m.