

# **Ridge Crest Homeowners Association**

Board of Directors Meeting

February 20, 2007

MINUTES

## **CALL TO ORDER**

The regular meeting of the Board of Directors was called to order at 6:50 p.m. at 5691 Sable Avenue, Firestone, CO 80504. Board members in attendance were Kelly Deitman, Wendy Osborn, Jeremy Pilon and Dennis Usher. Community Association Manager Gwen Rohrer, CMCA, AMS was present representing Hammersmith Management.

## **OPEN FORUM**

Bobby Montano, 6841 St. Vrain Ranch Blvd. was in attendance to register a complaint regarding the newspapers that are piling up at 6865 St. Vrain ranch Blvd. and ask if there is anything the Board can do. Board Member Denny Usher indicated that the Board would review the covenants, particularly the section that refers to "unsightly conditions" and address as appropriate. Bobby also wanted the Board to know that he is satisfied with the work the new landscaping company is doing.

## **APPROVAL OF MINUTES**

A. November 13, 2006 - The minutes from the November 13, 2006 meeting were reviewed. A motion was made and seconded to approve the minutes with a change in Denny Usher's Board title. The motion carried unanimously.

B. January 9, 2007 - The minutes from the January 9, 2007 Board meeting were reviewed. A motion was made and seconded to accept the minutes as written. The motion carried unanimously.

## **FINANCIALS**

Financial Statements – Hammersmith Management provided the Board with the December 31, 2006 financial statements, as prepared by Management Specialists, Inc. Financials were reviewed and any questions or concerns were addressed.

Aging Report – The Board asked Hammersmith Management to include a detailed breakdown of the delinquency list in next months Board packet. The Board noted four (4) accounts they would like foreclosure threat letters sent to.

## **AAC UPDATE**

Kelly Deitman shared the two (2) applications she received with the Board. One (1) was for a satellite dish and the other to build a garage in the rear of the property at 10428 Foxfire. The AAC will meet this weekend to review the garage application, as it requires an extensive evaluation.

## **UNFINISHED BUSINESS**

A. Delinquent Accounts – The Board reviewed a recommendation from HindmanSanchez to write-off to bad debt any balance owed on the account at 6180 Sparrow prior to November 6, 2006. The property was foreclosed on and the judgment entered against the previous owner will remain against the owner. A motion was made and seconded to accept the attorney's recommendation. The motion carried unanimously.

B. RedLeaf Landscaping – RedLeaf Landscaping approached the Board with claims that several invoices had not been paid prior to cancellation of the maintenance contract. The Board reviewed said invoices and determined the following:

Invoice #589 & 607 were paid; however RedLeaf insists that they did not receive payment. The Board asked Hammersmith Management to contact the bank and determine whether or not the checks were cashed. If not, the Board asked that new checks be issued.

Invoice #659 – Board agreed that the invoice should be paid.

Invoice #648 & 652 – The Board asked Hammersmith Management to deduct the contract percentage of twenty-five percent (25%), as described in section 7.2 of the maintenance contract, as the invoices were not submitted to the Association in a timely manner.

C. Mailbox Kiosk Project – The Board agreed that bids should be obtained to pour the concrete for the new mailbox kiosk in conjunction with the concrete for the sidewalk and drain pan. Kelly agreed to draft details for the scope of work to be performed and asked the Hammersmith Management obtain the bids.

D. Fence Staining Project – Management Specialists, Inc. previously obtained bids for staining the fence owned and maintained by the Association. Unfortunately, those bids could not be located. The Board directed Hammersmith Management to obtain three (3) new proposals.

E. Re-grading Project Tract I – The Board indicated that they would like a third bid for the project. Kelly will forward the project scope to Hammersmith Management.

## **NEW BUSINESS**

Association Insurance - Hammersmith Management obtained a bid from Moody Insurance Agency for a cost of \$2,983 for the package policy, not to include D & O Insurance. The renewal quote from Farmer's Insurance is \$950 for the package policy and \$529 for the D & O. The Association currently carries the D & O policy through Lockton at Management Specialists, Inc. and the renewal rate is \$2,032. A motion was made and seconded to renew the package policy with Farmers and move the D & O policy to Farmers. The motion carried unanimously.

## **ADJOURNMENT**

The meeting was adjourned at 8:05 p.m. The next meeting has been scheduled for March 13, 2007 at 6:30 pm.