

Ridge Crest Homeowners Association
Board of Directors Meeting
May 12, 2009

Minutes

I. CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 6:29 p.m. at 5691 Sable Avenue, Firestone, CO 80504. Board members Kelly Deitman, Denny Usher, Laura Kocur and Wendy Osborn were in attendance. Community Manager Todd Larson, CMCA®, AMS® was present representing Hammersmith Management, Inc., AAMC®.

II. Guests

- A. Tim Briggs from Site Design was present to discuss upcoming projects in the community and offer his professional advice on a course of action for each item.
- B. Debra Oppenheimer from HindmanSanchez was present to discuss the legal options available to the Association in enforcing covenants.
- C. Brianna Schaeffer from HindmanSanchez was present to address the Board's concerns with the progress being made on collection files. Ms. Schaeffer reviewed each file on the status report with details regarding collection actions being taken.

III. APPROVAL OF PREVIOUS MINUTES

A motion was made and seconded to approve the April 14, 2009 minutes as submitted. The motion carried unanimously.

IV. FINANCIAL REPORT

- A. Financial statements for the month-ending April 30, 2009 were presented. The total assets for the Association were \$288,730.68. Income for the month was \$42,899.58 and expenses were \$14,166.23. The balance in the US Bank operating account was \$93,326.25. All expenses for the month were close to the budgeted amounts with the exception of snow removal which was over budget due to the large amounts of snow we received in March and early April.
- B. The US Bank reserve account balance is \$24,123.73. The Colorado Community Bank reserve account balance was \$101,148.21.
- C. The current FDIC protection is \$250,000 per tax identification number. This limit was increased last Fall by congress and, if no further amendments are made, would return to \$100,000 on Dec 31, 2009. As an added protection, all Hammersmith's accounts are covered by our Secure Deposit Plus insurance program. This is private insurance that protects checking and money market reserve account deposits that exceed FDIC limits. It is purchased by US Bank's HOA division at no cost to Hammersmith or the Association and does not have any balance restrictions.
- D. Delinquencies for the month of April were \$95,132.49. This balance reflects a increase of approximately \$7,000 since March. This increase in collections is largely due to a quarterly assessment payment becoming due. Late letters were sent to all delinquent accounts per the collection policy.

V. NEW BUSINESS

- A. Account #06461020 – The Board of Directors reviewed a foreclosure recommendation letter on this account. A motion was made and seconded to approve the foreclosure action due to unsuccessful attempts to collect the assessments owed to the Association using other methods. The motion carried unanimously.
- B. Bad Debt Write Offs - The Board of Directors reviewed a list of delinquent accounts that as prepared by Hammersmith Management. The list is compiled largely of debts owed to the

Association by owners who no longer live in the community and are therefore perceived uncollectible. A motion was made and seconded to write off the following debts:

1. Account #06160120 in the amount of \$1,551.50.
2. Account #06174110 in the amount of \$422.77.
3. Account #06200120 in the amount of \$1,439.22.
4. Account #06270130 in the amount of \$1,707.99.
5. Account #06291110 in the amount of \$105.89.
6. Account #06298150 in the amount of \$907.61.
7. Account #06311110 in the amount of \$1,821.84.
8. Account #06435150 in the amount of \$8,625.32.
9. Account #06470150 in the amount of \$452.93.
10. Account #06531140 in the amount of \$3,013.24.
11. Account #06561150 in the amount of \$976.75.
12. Account #06567140 in the amount of \$1,689.65.
13. Account #06581150 in the amount of \$698.34.
14. Account #06819090 in the amount of \$4,038.30.
15. Account #10515080 in the amount of \$1,978.53.
16. Account #10529070 in the amount of \$1,345.14.
17. Account #10531040 in the amount of \$552.78.
18. Account #10538030 in the amount of \$1,180.83.
19. Account #10417030 in the amount of \$1,741.65.

The total amount to be written off is \$34,250.28. The motion carried unanimously.

- C. Resignation of Board Member – The Board of Directors reviewed a letter e-mailed to the Board of Directors from Kelly Lanning resigning her position on the Board. The Board expresses thanks for the service she provided to the community and wishes her well in her future endeavors.
- D. Account #06872160 – The Board of Directors reviewed a request to waive a late fee on the account in the amount of \$17.69. A motion was made and seconded to approve the waiver due to the owners excellent payment history. The motion carried unanimously.

VI. CORRESPONDENCE AND REPORTS

- A. Homeowner Correspondence – Hammersmith Management provided the Board with correspondence from homeowners. Any questions or concerns were addressed.
- B. Architectural Report - The Board of Directors reviewed the report provided by Hammersmith Management. This report details any architectural application activity that occurred on any unit in the last 30 days. Any questions or concerns were addressed.
- C. Violation Report – The Board of Directors reviewed the report provided by Hammersmith Management. This report details any covenant enforcement items that are currently open or active in the community. Any questions or concerns were addressed.
- D. Covenant Enforcement Status Report – The Board of Directors reviewed the report as provided by HindmanSanchez and discussed any actions necessary on each account.
- E. Unit Activity Report - The Board of Directors reviewed the report provided by Hammersmith Management. This report details any activity that occurred on any unit in the last 30 days. Any questions or concerns were addressed.

VII. ADJOURNMENT

The meeting was adjourned at 8:49 p.m.