

**Arapahoe Ridge Homeowners Association
Board of Directors Meeting Minutes
September 19, 2005**

I. Call to Order

The regular meeting of the Arapahoe Ridge Homeowners Association was called to order at 5:10 p.m. at 585 Mills St, Lafayette, Colorado. Board members in attendance were Ben O'Brien, Christine Ferguson and Jerry Faulkenburg. Diana Walley was not able to attend. Bill Barnett, from the Budget Committee was also in attendance. Michele Lawson-Clarke represented Hammersmith Management.

II. Homeowners Forum

Michele reported that the owner of 2693 Hughs Drive, who had attended the September Board meeting, had kept his agreement with the Board to replace his dead tree. There weren't any Owners in attendance at this Board meeting.

III. Management Report

The management report was accepted by the Board.

IV. Minutes

The minutes from the August 25, 2005 Board meeting were reviewed. The board unanimously approved the minutes as presented.

V. Financial Report

Michele reported that the Insurance expenses are over budgeted by \$747.00. Office expenses are over budget by \$2,559.00. Fence Maintenance is over budget by \$4,675.00. Grounds/Common area is over budget by \$10,060.00. Common area improvement is over budget by \$100.00. Plants, trees and shrubs are over budget by \$12,281.00. Lighting is over budget by \$485.00. Pool maintenance is over budget by \$25,997.00. Pool telephone is over budget by \$45.00. Clubhouse expenses are over budget by \$1,479.00. Clubhouse monitoring expenses are over budget by \$702.00. Michele believes the former accounting to the appropriate General Ledger of Accounts haven't been tracked properly, proper 2005 budgeted reserve expenses have not been accounted for and both of these facts have distorted the budget variance figures. Due to the management company transition, the final audit will have to correct and track the funds appropriations to the proper General Ledger Accounts.

As of August 31, 2005 there is \$33,215.69 in the operating account. The 5 CD accounts have a combined total balance of \$554,186.09.

There are 91 delinquent accounts representing \$19,844.56. The Board requested Michele find out what Hammersmith, Inc., charges to file liens. The Board will start taking action to recover monies owed to the Association. The Board directed Hammersmith to file liens on any home the has made no payment or response to the next delinquency letter that is sent.

Bill Barnett was present to discuss the proposed budget with the Board during their review.

Michele reported to the Board that she had obtained updated 2006 contract figures for the landscape, pool and trash vendors and incorporated them into the budget proposal. Michele noted that the expected increases in water, gas and electricity for 2006 were also taken into account when making the budget proposal. The utility companies published that they expected increases to be at least 30% as of September 14th. The trash company was expected to have their 5% increase but also will add a 7% fuel surcharge starting January 1, 2006.

The financial statements for the period ending August 31, 2005 were reviewed. The Board reviewed the bank statements that were presented as well.

The Board requested that the foreclosure proceedings against account number 2952060 be continued and monitored with their legal firm, Orten & Hindman.

VI. Association Business

- A. The Board reviewed the growing delinquency problem and the increasing costs put on the Association. The Board agreed to change the assessment payments from quarterly to semi-annual payments to reduce some of the costs associated with delinquencies.
- B. The Board agreed to hold the 2005 Annual/Budget Ratification meeting on October 24, 2005 at the Lafayette Public Library at 7:00 p.m.
- C. The Board reviewed the 2006 proposal for landscaping from Sun & Shade. Michele recommended that the Board also contract with Sun & Shade for snow removal at the clubhouse sidewalks and the parking lot. The Board agreed to rehire Sun & Shade to do the landscaping for \$26,910 in 2006 but declined any snow removal services because all renters of the clubhouse are instructed to assume full responsibility and are required to have their own liability insurance.
- D. The Board reviewed the Lifeguard contract with Ragsdale Resources and approved renewing their contract for \$39,386 in 2006. The 2006 Lifeguard contract will increase the number of lifeguards to 2 at all times the pool is open to the entire residency. The Board then reviewed the Pool Maintenance contract with Ragsdale Resources and approved renewing their contract for \$7,500.
- E. The Board reviewed and declined the proposal to have the Clubhouse furnace filters replaced monthly by R & B Maintenance.
- F. The Board reviewed the Sun & Shade proposal to change the pop up zone to a drip zone to reduce water output on the west side of the Beasley entrance. His will cut the water use by 2/3 at that area.
- G. The Board reviewed the 2006 Budget draft and removed the snow expense. The Board then agreed that the proposal, without any increase in assessments, was approved and ready for the Budget Ratification meeting.
- H. 3879 Beasley Drive – Michele reported that the tenants that were sent 2 violations had been evicted.
- I. 1759 Southard – The Board agreed to waive all fines per the owner's request and current account status. The Board also agreed to waive the fines for 1933 March Court due to the same request, violation situation and circumstances.
- J. The Town has started to make inquiries regarding having the Association pay for landscaping costs for areas the Town now maintains. The Board requested Michele to get copies of all Plat maps and Developer's agreements on file at the Boulder County Clerk & Records office and authorized her payment of all fees to expedite this request. The Board agreed to reimburse Michele for the costs.
- K. Michele informed the Board that the owner who had made the complaint regarding the DRC approved enclosed patio room had reached an agreement with the offending neighbor by sharing costs to plant large bushes to give his home more privacy.
- L. Michele reported that Pool Committee did not purchase any chairs for the pool to date.
- M. The Board has agreed to delay changing attorneys until the elections are held.
- N. The Board requested that Michele e-mail all of the Annual/Board Ratification meeting notification to them for approval before mailing.

VII. Correspondence and Reports

The Board reviewed the Work Order, Violation and Architectural Reports.

VIII. Check Signing

Invoices were reviewed by the Board and checks were signed by Ben. Michele will bring the checks to Diana in the morning for the second signature.

IX. Schedule Next Meeting

The Board to agree to hold their next meeting on October 13, 2005 at 5:00 p.m.

IX. Adjournment

With there being no other business to discuss, the meeting adjourned at 7:45. p.m.