

ARAPAHOE RIDGE HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

MARCH 17, 2009

CALL TO ORDER

The meeting was called to order at 6:00 p.m. Board Members in attendance were Ronda Grassi, Mike Dunninger, Karrie Bach, and Trent Turner. In attendance from MSI, LLC was Judi England.

OPEN FORUM

Homeowners Roberta and Wes Arnold (1682 MacCullen Drive) and Tim Liston (1593 Walker Street) were in attendance to observe the meeting.

POOL COMMITTEE

Committee Chairperson Shaun O'Reilly was not in attendance. The Board reviewed the bids received to re-key the pool gates. After discussion, a motion was made, seconded and passed unanimously to accept the proposal from Kaiser Lock and Key. The Board requested Judi provide the approved proposal to the contractor. Judi stated she would provide the approved proposal to the contractor.

APPROVAL OF PREVIOUS MINUTES

The minutes from the February 17, 2009 Board of Directors meeting were approved as written.

MANAGER'S UPDATE

Financials – The Board reviewed the Financials for the month of February 28, 2009. Judi stated the Association's Beginning Cash Balance was \$149,919.05. Expenses were \$23,243.96 with an Ending Cash Balance of \$151,252.69. There were no major questions regarding the financials.

Delinquencies – Judi reviewed the Delinquency Report ending February 28, 2009 with the Board. She informed the Board there currently are six homeowners that are with the attorney for delinquent assessments. Judi provided the updated status report to the Board.

Covenant Violations – Judi provided the updated violation report to the Board. There were no major questions regarding the violations.

OLD BUSINESS

- Item: Landscaping Update
 - Discussion/Summary: Judi re-capped that the project has started.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: Maintenance of Outlying Areas
 - Discussion/Summary: Ronda stated the Town of Erie Administrator still has not fully responded to her correspondence regarding the damaged areas that should be brought up to standard before the Association takes over managing the Town's property. She stated she had contacted the Parks and Recreation Director requesting a formal meeting with the appropriate person(s) to finalize outstanding issues.
 - Board Decision: No decision needed.
 - Action: Ronda will provide an update to the Board once received.

- Item: Reserves Plan
 - Discussion/Summary: The Board had expressed concerns that if they chose to continue forward with the MSI reserve plan they would be unable to add specific information they may want included. John Field had provided an option to the Board that MSI would provide the spreadsheet to the Board, with the data from the Association's old plan migrated over, to modify and update over the course of the year as they see fit. MSI would also provide the annual base figure updates at budget time. If they choose this option MSI will go forward with the \$1,000.00 quoted cost for the plan and would ask that the Board agree in writing not to provide the plan format to any of our competitors.
 - Board Decision: After discussion, a motion was made, seconded, and passed unanimously to accept the option provided and requested Judi inform John of their approval.
 - Action: Judi stated she would inform John of their approval.

- Item: Fence Stain
 - Discussion/Summary: Trent had provided various pictures to the Board of areas that should be stained this year. Judi inquired if he was able to highlight the map with the areas of most concerns. Trent stated he would provide the map with the specific areas to be stained at the April meeting.
 - Board Decision: No decision needed.
 - Action: Trent will provide the map with the specific areas to be stained at the April meeting.

- Item: Pool Contractor
 - Discussion/Summary: Karrie stated she had contacted Front Range Recreation informing them of the decision to contract with them for the 2009 pool season. Judi requested Karrie provide a copy of the signed contract to her so she may follow up with an acceptance letter. The Board also discussed the completion of the requirements for the Virginia Graeme Baker Pool and Spa Safety Act. Karrie stated she was

informed four grates still needed to be installed and Front Range Recreation could complete the installation. Karrie stated she would request their bid to complete the installation and inform the Board accordingly.

- Board Decision: No decision needed.
- Action: Karrie will inform the Board of the bid once received.

- Item: Pool Water (UV System)
 - Discussion/Summary: Mike provided the bids received for the purchase/installation of a UV system. The bids varied from \$30,000.00 to \$36,000.00. He discussed the various options and stated he will obtain additional information within the next two weeks and provide it to the Board via e-mail.
 - Board Decision: No decision needed.
 - Action: Mike will provide the additional information to the Board once received.

- Item: Clubhouse Furniture
 - Discussion/Summary: Judi stated the furniture had been installed.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: Town of Erie Reimbursement
 - Discussion/Summary: Judi stated she received a response from the Town of Erie that they reviewed the contractual requirements of the lease and determined the Association was in default of the lease due to cleaning and insurance verification.
 - Board Decision: Ronda had provided a list of dates compiled by Julie Schirmacher regarding the multiple times the restroom is cleaned. The Board requested Judi provide that list and insurance verification to the Town of Erie with a letter stating the Association believes they are now in compliance.
 - Action: Judi stated she will create the letter for the Board to review and then mail all information to the Town of Erie.

NEW BUSINESS

- Item: Fence Damage Claim
 - Discussion/Summary: Judi re-capped that due to the large amount of wind damage to the Association's fence, an insurance claim was filed. She stated the claim was in the amount of \$10,260.00. The deductible was \$2,500.00 and the Association received a check for \$7,760.00.
 - Board Decision: No decision needed.
 - Action: No action needed.

- Item: Management Agreement
 - Discussion/Summary: Judi stated the current management agreement term would be completed June 1, 2009. The new agreement provided for an increase. The Board stated they were discussing the increase and a decision should be made at the April meeting.
 - Board Decision: No decision needed.

- Action: No action needed.
- Item: Energy Audit
 - Discussion/Summary: This item will be discussed at the April meeting.
 - Board Decision: No decision needed.
 - Action: No action needed.
- Item: Clubhouse Usage Fee
 - Discussion/Summary: The Board stated the usage of the clubhouse had increased which in turn increased the wear on the furniture and carpeting. The Board determined the usage fee should be increased.
 - Board Decision: After discussion, a motion was made, seconded, and passed unanimously to increase the clubhouse usage fee to \$45.00 per use beginning May 1, 2009. This information will be included in the Association's newsletter as well as updated on the website.
 - Action: The Board will update the information in the Association's newsletter as well as on the website.
- Item: Community Walk Thru
 - Discussion/Summary: Judi and Ronda completed a review of the community for homes that needed to be painted as well as fences to be stained and concrete damage. There were 130 letters mailed.
 - Board Decision: Correspondence was received from various homeowners regarding their violations. The Board stated they would review the correspondence in detail at the April meeting.
 - Action: No action needed.

NEWSLETTER ITEMS

- Neighborhood Directory
- Clubhouse Usage Fee

REVIEW OF INVOICES / SIGNING OF CHECKS

The checks were signed per their attached invoices.

NEXT MEETING DATE, TIME & LOCATION

The next meeting will be Tuesday, April 21, 2009 beginning at 6:00 p.m. at the Community Clubhouse.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:11 p.m.