

APPROVED

STONEBRIDGE AT EAGLE RIDGE MASTER OWNERS ASSOCIATION REGULAR BOARD MEETING September 21, 2011

The Stonebridge at Eagle Ridge Master Owners Association's Regular Board Meeting was held on September 21, 2011 at 6:00 p.m. at the Golden Recreation Center. The following members of the Board were present: Tom Vesey, Shane Lacey, Helen Feiner and Andy Mills. The following members of the ARC were present: Carol Finn. There was one homeowner in attendance, Russ Hawkins. Representing Association and Community Management was Betina Hemingway and Nicole Harres, minute taker.

MINUTES

CALL TO ORDER

The Stonebridge at Eagle Ridge Master Owners Association Regular Board meeting was called to order at 6:10 p.m. A quorum of Board members was in attendance.

WEBSITE DISCUSSION

Russ Hawkins and Helen Feiner have recently met with the O2 Group to discuss website possibilities. Helen indicated that they met with Jaime and one of her associates; they did not meet with a web designer. The Board reviewed a proposal from the O2 Group. Russ discussed specific items the proposal includes: interactive forms (including ARC forms), email notifications, tracking, database storage, calendar updates, file upload ability (for items such as governing documents and minutes), individual homeowner login, etc. ARC forms would be put online so that the entire ARC process could be automated. A homeowner would submit the form which would then be archived and available for Board members and ARC to review. Updates and ticklers could be automatically established and all communication relative to the ARC form could be done via the website. A history of actions would be available by address and could eventually include covenant violations.

Carol Finn expressed concern about those who still wish to submit paper forms. The Board indicated that such an issue would become procedural and that the management company could enter the information online. Historical data could be entered as funds allow so that all HOA data could eventually be accessible in one location. Betina suggested that a front all access website be made available having such items as the community governing documents for real estate purposes.

Russ recommended that the Board consider having the website hosted by a larger company as larger companies have benefits such as shadow sites and better backup/storage capabilities. Russ suggested that once the Board was certain of what they wanted and had an outline, a few other companies be interviewed. Betina advised that a budgetary number should be established for the 2012 budget, noting that additional costs beyond establishing the site will be necessary as ACM will charge what is outside of the general contract for property management

OPEN FORUM

No discussion was had.

HEARINGS

There were no hearings scheduled for this month.

APPROVAL OF MINUTES & ACTIONS WITHOUT MEETING

The Board reviewed the August 17, 2011 Regular Board meeting minutes.

92111.1 Motion to approve the August 17, 2011 Regular Board Meeting Minutes.

PASSED

Motion by: Helen Feiner

Seconded by: Tom Vesey

MANAGEMENT REPORT

A copy of the management report was provided to the Board. Betina indicated that 605 Golden Eagle Circle sold on July 28th for \$448,000.

FINANCIALS

Current financial reports were provided to the Board and reviewed.

There was question as to the bank charges line item. Betina indicated that the charges reflected are likely due to a retuned check from a homeowner who had insufficient funds. Such costs are charged back to the homeowner.

There was also question as to why there is an overage in the Reserve contributions. Betina indicated that she believes this is due to extra money from 2010 being put into the Reserve account.

MEMBER REPORTS

The Board reviewed a copy of the current Aged Receivables Report and Attorney Collection Status Report. The Board discussed the status of a couple of accounts.

COMMITTEE REPORTS

ARC Committee: A copy of the current tracking spreadsheet was provided and reviewed.

Carol reported that it has been a quiet summer. 10 requests have been approved within the last 30 days. There are 4 requests that are outstanding at this time. One of these is for painting and the homeowner has indicated they will be submitting colors to the ARC. A letter was sent to this homeowner indicating that if colors are not selected/approved and painting is not scheduled, the home must be returned to its original paint color by the end of the month.

Carol discussed how approval letters are handled advising that Heather has been emailing the approvals directly to homeowners and then following up by mailing a hard copy of the approval. The ARC believes that a hard copy should not be sent. Betina indicated that she is not certain this is acceptable as a legal paper trail may be necessary. However, it was noted that emails can be sent return receipt. It was agreed that, until a website is established, the procedure could remain

as is. It was agreed that homeowner acknowledgements of stipulations could be received electronically.

Carol indicated that the ARC has been working hard to catch up on the backlog of inspections. They have completed about half of the inspections at this time. Carol indicated that several are easily verifiable, however some require scheduled inspections. The list of passed inspections will be provided to Heather at ACM.

Betina inquired as to whether the design consultant issue has been resolved. There was apparently some confusion as to the purpose/intent of hiring a design consultant. Carol explained that the ARC believes there would be benefit in giving homeowners the ability to pay for a design consultant (approved by the ARC) to review paint cases in which the ARC cannot reach a consensus. The purpose of the design consultant would be to advise the ARC as to whether the colors are good/bad or to work with the homeowner to develop an acceptable color scheme. It is believed that the cost would be less than \$100 and it is the intent of the ARC to have this amount paid for by the homeowner who wishes to pursue having their home painted in a color outside of the already preapproved color pallets. The ARC previously requested permission to pay two different design consultants to conduct a preliminary consultation on one address so that they could evaluate which consultant is preferred. The Board indicated that it may be better to keep both consultants available as scheduling may require that one or the other be used. It was also noted that the consultants should provide an initial consult for free as it could result in considerable future business. The Board agreed that there could be merit in allowing the ARC and homeowners to obtain such consultations provided all costs are paid for by homeowners submitting the requests.

92111.2 Motion to allow the ARC to pursue complimentary consultation on exterior custom color reviews. PASSED

Motion by: Andy Mills

Seconded by: Tom Vessey

Landscape Committee: Tom Vesey reported on recent events: there are still sprinkler issues that are being addressed; dog bags have been purchased; the steps on the trail are being addressed; the two damaged light fixtures on the bridge have been glued back together; and a light diffuser is being purchased. Tom reported that he has learned that spraying for thistles can be done on time/material basis. Planting of trees at the playground has been tabled at this time pending potential work/projects to be done in the area. The ditches are a work in progress. It was agreed that the trails should become a routine maintenance item so as to keep the costs and scope of projects to a minimum. Tom reported that some signs have been removed and vandalized. The Board agreed that the stakes should be removed and stored in the storage locker and it was agreed replacement of the signs is not necessary at this time.

Finally, Tom requested permission to allow Summit to build a box near the meters for the purpose of storing crusher fines so as to avoid having multiple deliveries. This would allow the material to be on site when needed. The Board discussed and concern was expressed that the construction of the storage box be such that it would be within the guidelines imposed on homeowners. Subject to that, construction of a storage box was approved.

The Summit Contract is up for renewal. Betina agreed to inquire if price is to stay the same or if there is to be an increase. Additions to the current contract include replenishing dog bags, string trimming of grasses that grow onto sidewalks, as well as the care of the additional property found to belong to Stonebridge. The invoicing is to be spread over 12 months.

Tom indicated that he is working to obtain proposals for snow removal. There appears to be two candidates at this time. Summit cannot accommodate as they do not have an ATV and Strait does not have sufficient manpower to provide these services.

The Board reviewed a proposal for staining of the playground equipment/area.

92111.3 Motion to approve the bid from Gardner painting for options 1, 2, 3 and base. PASSED

Motion by: Helen Feiner

Seconded by: Tom Vesey

92111.4 Motion to approve \$890 to repair drainage issues at the HOA's common area adjacent to 811 Fox Hollow. PASSED

Motion by: Tom Vesey

Seconded by: Andy Mills

Website Committee: All discussion pertaining to the website committee was held earlier in the meeting.

OLD BUSINESS

Storage Locker: Betina was directed to make arrangements for the HOA to obtain a storage locker. All HOA items including holiday lighting will be moved into the storage.

NEW BUSINESS

2012 Budget: Tom has reviewed the budget and provided many recommendations for changes. These changes were included in a draft that was reviewed by the Board. Some additional modifications are needed in order to account for projected website expenses. It was noted that 21% is currently being contributed to the reserve funds so this amount can easily, and reasonably, be decreased. It was agreed that \$12,000 should be budgeted toward the website for 2012. The next year should see the website line item decreased, as eventually only routine maintenance will be needed once the website is established and archived data is fully entered. The Board provided a few other amendments to the 2012 budget to Betina including a reduction to the floral maintenance line item and an increase to the sprinkler repairs line item.

92111.5 Motion to approve the annual budget as amended. PASSED

Motion by: Andy Mills

Seconded by: Tom Vesey

WORK ORDERS

There are no current work orders.

COVENANT VIOLATIONS

A copy of the current ride list and deed restriction report was provided to the Board for review.

CORRESPONDENCE

A copy of the current tickler log was provided to the Board for review. Betina brought the Board up to date with regards to a dispute between two homeowners. The issues are not HOA issues and the homeowners are going to attend mediation as suggested by the police department.

The Board reviewed an email from a homeowner with regards to proposed improvements at the playground. This will be a topic of discussion at the Annual meeting.

ADJOURNMENT

092111.6 Motion to adjourn the meeting at 8:15 p.m. PASSED
Motion by: Helen Feiner Seconded by: Andy Mills

/nh