

Buckingham Ridge Homeowners Association

Meeting of the Board of Directors

October 21, 2019

Dennis Stengel opened the meeting at Rich Berman's house (7342 Windsor) at 4:30 pm. In attendance were Dennis Stengel, Rich Berman, Kathy Klatman and Amy Scott of RDPM.

The minutes from the 8/1/19 meeting were approved unanimously.

Amy presented the financials. As of 9/30/19, the HOA's total cash position was \$58,095.51 with \$139.88 in the Operating Account and \$57,955.63 in the Reserve Account. The net operating income through September was \$16,604.38 versus a budget of \$12,683.60. The HOA is on track with the monthly reserve deposits of \$2,000. There is one property in arrears, and payment in full for the year, including late fees, has been promised by 10/31/19.

Pending Business

Address Plaques: A&L Committee Chairman, Marty Schneider, is in charge of coordinating the installation of the address plaques; Amy will check on the status of the project with Marty.

Sump Pumps: APR Plumbing has not yet replaced the sump pumps; Amy has told them they must be replaced by the end of the year.

Irrigation Issues/Repairs: The system has been drained for the season. A wiring malfunction and meter leak have been repaired.

Tree Trimming and Removals: Augustine Trees spent several days completing the approved maintenance list and addressing specific homeowner concerns. A few requests, especially those affecting fruit trees, remain on the "to-do" list for the winter.

New Business

7350 Windsor: The homeowners are concerned that a drip system is causing significant water absorption into the property's front foundation wall. The sprinkler heads of concern were capped off 10/10/19. Note: Prior to investigating the sprinkler system, the owner's plumber checked to see if leakage was coming from the house and determined that it was not.

Snow Removal Bids: SJ Ward's 2019 renewal includes an increase of 15% in plow rates and 30% in shovel rates. A 3" storm averages \$28.67 per household. Amy received bids from several other companies, and SJ Ward's pricing was the lowest. The board agreed that given generally satisfactory service from SJ Ward's, the HOA would continue working with them. Note: Driveways and walkways are to be shoveled with 1 inch of snow, and roads are to be plowed with 3 inches of snow.

2020 Budget: Amy will draft a 2020 budget, which is to be approved at the January Annual HOA Meeting, keeping in mind increased maintenance costs and the need to replenish the Reserve Fund.

Amy will investigate possible venues and January dates for the 2020 Annual HOA Meeting and quarterly HOA board meeting as Boulder Country Club will be closed in January for renovation.

The meeting was adjourned at 5:45 pm.

Buckingham Ridge Homeowners Association

Meeting of the Board of Directors

August 1, 2019

Dennis Stengel opened the meeting at BCC at 5:10 pm. In attendance were Dennis Stengel, Rich Berman, Kathy Klatman and Amy Scott of RDPM.

The minutes from the 4/25/19 meeting were approved unanimously.

Amy presented the financials. As of 7/31/19, the HOA's total cash position was \$58,391.60 with \$2,462.40 in the Operating Account and \$55,929.20 in the Reserve Account. The net operating income through July was \$14,926.90 versus a budget of \$10,326.80. It was noted that the \$1,783 cost of irrigation to date is under the budget of \$4,064 due to an unusually rainy summer. The HOA is on track with monthly reserve deposits of \$2,000. There is one property in arrears for which late fees have been assessed, and Amy has filed a lien and is in the process of resolving.

Pending Business

Address Plaques: The Board authorized A&L Committee Chairman, Marty Schneider, to install address plaques at each property during the April meeting. Amy will coordinate the installation with Marty and the handyman. The goal is to have the plaques installed before 9/30/19.

Sump Pumps: Work to replace the sump pumps is scheduled for mid-August.

Irrigation Issues/Repairs: In June, an 11-zone repair was completed. In July, irrigation concerns were addressed at the entry flower bed, south side of Windsor lawns, and other locations. All areas are bouncing back from dryness and looking better. It was noted that there is a need to add irrigation behind 7317 Windsor to address a dry spot.

Grounds Maintenance: Shrub trimming was completed in July. It was noted that some of the shrubs/areas need to be trimmed and tidied up a bit more. Weekly mowing is on track, and sod in front of 7309 Windsor will be installed right after Labor Day.

New Business

Tree Trimming and Removal: Marty and Amy walked the property with Ed from Augustine Trees on 7/12/19. Along with trimming and removal of dead trees, Ed advised removing an Ash tree that has a lethal pest in order to prevent infestation of other neighborhood Ash trees. Homeowners' requests have been received, and the board agrees the work should be done. Augustine Trees will schedule for the week of 8/12/19 or 8/19/19.

Entrance Lights: Amy is looking into repairing them.

The next meeting was set for 5:00 pm, 10/9/19, at BCC.

The meeting was adjourned at 5:50 pm.

Buckingham Ridge Homeowners Association

Meeting of the Board of Directors

April 25, 2019

Dennis Stengel opened the meeting at BCC at 3:00 pm. In attendance were Dennis Stengel, Rich Berman, Kathy Klatman and Amy Scott of RDPM.

Rich motioned that we approve the minutes from the 1/24/2019 meetings. Kathy seconded, and the motion passed unanimously.

Amy presented the financials. As of March 31, 2019, the HOA's total cash position was \$55,858.54, with \$7,950.24 in the Operating Account and \$47,908.30 in the Reserve Account. The net operating income through March was \$7,345.03 versus a budget of \$6,313.20. The HOA is on track with the monthly reserve deposits of \$2,000. There is one property in arrears, which Amy is in the process of trying to resolve.

Pending Business

The Board authorized A&L Committee Chairman, Marty Schneider, to go ahead with the address plaques for each property. The address plaques will make it easier to locate each address, notably important for emergency personnel who have had some difficulty in being able to read the house numbers in the past. The cost of the plaques and installation, which is included in the 2019 budget, is approximately \$3500.

Amy and Rich met with Ward's Lawn rep, Nick Hoag, on February 11th about constructing a berm at 7342 Windsor in the yard between the house and the path to prevent water from backing into the houses should there be a failure in the current sump pump system. Hoag discouraged building a berm in this area as he did not believe it would help.

The Board authorized Amy to replace the current sump pump and back-up pump. APR Plumbing submitted a bid of \$4,012. The 8-year-old pumps are still in working order with a life expectancy of 10 years. The Board agreed that it is best to replace them before failure. Amy will investigate if there are any significant cost savings in replacing the existing primary sump pump while keeping the existing back-up sump pump in place. If there is not, Dennis suggested keeping the existing back-up pump in reserve for the future as a precautionary measure should one of the new pumps ever fail. Amy will also check the advantage and feasibility of adding a "gooseneck" feature to the backflow piping.

There was general agreement of an improvement in the snow plowing with Amy agreeing to continue interacting with SJ Wards to ensure no unnecessary plowing is performed.

The salt/gravel snow melt mixture in the orange buckets for the north side of Windsor were met with approval. Individual homeowners will store them for the winter.

New Business

Warm weather lawn maintenance plans are underway. The mow date will be Mondays. Ward's Lawn has been doing a Spring clean and will get the irrigation system ready to start up. An irrigation wire that was buried relatively shallowly was cut by aerators. This wire affects the function of 11 valve boxes on the west and south ends of the property. Ward's will provide a bid for replacing it with commercial wire and trenching it deeper into the ground (if possible.) Dennis suggested it might be a good idea to add a new sprinkler line while trenching for the repair.

Amy will obtain a bid from Ward's for sodding the area in front of 7309 where a large stump removal was done last year. With bid approval, Amy will have the work proceed quickly.

Some very nice residents have volunteered to organize and plant the entry garden. Amy will confirm with them, and the Board would like to show appreciation by offering a luncheon at BCC.

Fred Strife updated and emailed a new directory to residents 3/23/19.

The next meeting was set for 5:00 pm, July 24, 2019, at BCC.

The meeting adjourned at 3:57 pm.

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Buckingham Ridge Homeowners Association

Meeting of the Board of Directors

After Annual Meeting

Jan 24, 2019

Dennis opened the meeting at 6:50pm. In attendance were Dennis Stengel, Kathy Klatman, Marty Schneider Bob Webster, Rich Berman and Amy Scott of RDPM

The Board now consists of Dennis Stengel, Kathy Klatman and Rich Berman.

Elections of Board Member Positions yielded Dennis will remain President and Treasurer, Kathy will become Secretary. A decision on the second signer on bank accounts was not made. Rich will be VP.

Marty indicated Kate Smailer, Lucy Strait, Dennis, Rich and Marty as chairman to remain on the AL committee. Becky Negler joined the AL committee as well.

The Board now consists of 3 members rather than the preferable 5. Marty proposed that Amy send a letter to homeowners once again to ask for new blood on the Board. The Board can appoint new members if they come forward. Everyone agreed.

Amy is to notify homeowners if Fountain Greens increases dues. The HOA pays those dues for the homeowner and they should not pay individually.

Next Board meeting was set for April 25, 2019. Location is TBD. Contact Amy if you have any questions.

Meeting adjourned at 7:05 pm.

Marty Schneider, Secretary

Buckingham Ridge Homeowners Association

Annual Members Meeting

January 24, 2019

Dennis opened the meeting at 6:05 pm. In attendance were Board members Dennis Stengel, Kathy Klatman, Bob Webster, Rich Berman, Marty Schneider and Amy Scott of RDPM

A quorum of more than 20% of homeowners was met. A list of attendees and proxies follows these minutes.

Amy presented the financials. See attached Budget for 2019. As of December 31, 2018, the HOA's total cash position was \$48,480.10, with \$6,600.88 in the Operating Account and \$41,879.22 in the Reserve Account. The yearend net operating income was \$23,320.16 vs a budget of \$23,750.00, just \$429.84 short of projections. No delinquencies. Dues stayed the same at \$270/mo/household for 2019.

Amy went over some of the highlights of 2018. The new Comcast contract is saving many homeowners \$40 or more dollars a month. This year we treated for the Ash Borer, trimmed trees and shrubs and removed stumps from Aspen trees removed in 2017. Gutters and concrete work were done throughout the HOA. Roadwork replacement was done on the 2 circles. Expensed cost was 10% greater than estimates. It was because a 4" road base was assumed and was found to be 2" or just dirt. This increased the aggregate cost. Once the circles were completed, homeowners were requested to bring their garbage cans to Windsor Dr for collection. The garbage trucks damage the circles. For the winter, we allowed the garbage trucks in the circles. The Board will revisit this policy at the April meeting. Dennis brought up the berm that must be landscaped this winter, so any HOA pump failure will not flood the house at 7342. There is also the issue of the address plaques on each Household. Both the Berm and address plaques are in next year's budget.

Marty reported there were two AL requests in 2018 for the A&L committee to rule on. 7347 Windsor submitted a revised request and was approved by the committee on 1/20/18, with homeowner completing work in early spring. 7398 Windsor submitted an AL request to replace a deck. It also included cleaning up an area around utility boxes. The request was approved and notice for 30 days was posted for homeowners. There was one inquiry to Amy and the homeowner was given phone #'s of 7398 and AL committee. Homeowner did not call either. After 30 days, 7398 was notified they could proceed. There were also several homeowners that did maintenance projects on their decks. Due to the hail storm in June, many homes roofs experienced damage. Homeowners were instructed to contact Amy for approval. If they used the same material and color on their roof it was considered maintenance. Almost all the roofs were maintenance.

Dennis pointed out Fountain Greens, the Master association, may be raising dues at their upcoming Board Meeting. Our HOA pays those dues for homeowners so homeowners should not pay directly to FG.

Dennis thanked Fred and Janet for maintaining the flower garden at the HOA entrance on clubhouse road. Dennis offered a gift certificate, but Fred declined it saying many volunteers work on those flowers, and besides they enjoy doing it. Fred did say the lights do not work in the flower bed and need to be checked.

Dennis asked the 4 homeowners in attendance if they had any comments.

Dick Padrnos thanked the HOA for trimming the 3 trees on the side of his house that shades the Clubhouse and Windsor entrance. Hopefully this will help melt the ice buildup in that intersection.

Fred brought up the Fountain Greens Board is looking for 2 new board members. If anyone in the association wants to volunteer, Fred will give them a contact number. Fred is also working on address list and will work with Amy on completing that list. Fred then pointed out FG has been updating their procedures to conform to new Colorado laws regarding HOA's. Amy says our HOA has those procedures in place already.

There are two open positions on the Board as Marty and Bob have their terms expiring. Since an HOA is representative of the homeowners living within it, Dennis asked if anyone wanted to volunteer. No one volunteered. Marty then asked if anyone was interested in joining the AL committee. Becky offered and will be on the committee.

Currently, the Board will be 3 homeowners. Any homeowner can contact the Board to join, as the Board can appoint one or two if we don't have a complete board of 5.

Meeting adjourned at 6:40pm.

Marty Schneider, Secretary

Here are the attendees of the Annual Meeting:

7317 - Dennis Stengel
7342 - Rich Berman
7354 - Marty Schneider
7313 - Kathy Klatman
7398 - Bob Webster
7336 - Fred & Janet Strife
7388 - Joe and Becky Negler
7318 - John Foster
7300 - Dick & Donna Padrnos

These 4 households were represented by proxy:

7330 - Bert & Pat Dougherty
7347 - Gayle Hamer
7351 - Charlotte Corbridge
7359 - Patsy Tyler

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Meeting of the Board of Directors

Jan. 24, 2019

Dennis opened the meeting at BCC at 5:06pm. In attendance were Dennis Stengel, Kathy Klatman, Marty Schneider, Bob Webster, Rich Berman and Amy Scott of RDPM.

October Meeting Minutes previously e-mailed, attached for reference. Kathy motioned we approve Minutes from 10/11/18 Board Meeting. Dennis seconded, and motion passed unanimously.

Amy presented the Financials. As of December 31, 2018, the HOA's total cash position was \$48,480.10, with \$6,600.88 in the Operating Account and \$41,879.22 in the Reserve Account. The yearend net operating income was 23,320.16 vs a budget of \$23,750.00, just \$429.84 short of projections. No delinquencies.

The Board instructed Amy to set aside \$35/mo/household as an entry into the Reserve account. Then if at the end of the year, the Board can authorize any surplus be transferred to the reserve account at that time. Amy will start these entries in January 2019.

The Board discussed several line items in the report. Dennis suggested we keep track of the gallons used for landscaping. If there is a leak in the system, the HOA would see an increase in usage. Last summer, sprinkling occurred at night and if a broken head existed it would not be discovered. Setting the system to water when homeowners are out and about may find these sources of waste. The HOA also paid \$1800 on a 2" snow in November. This cost should be controlled better. Amy pointed out that Wards maintaining of the sprinkler system was cheaper and more responsive than our past landscaper Sun and Shade.

Marty presented the AL report.

There were three AL Requests. 7325 Windsor requested to install solar panels, and was approved Nov 11,2018. 7398 Windsor requested new deck and cleanup around utility boxes. It was approved on Dec 4 ,2018. Amy posted the 30 day notice to all homeowners. As of Jan 4 ,2019 there were no comments from homeowners and the 7398 homeowner can proceed. Amy had only one inquiry on information for 7398 request. Amy gave them the homeowners # and AL committee #. The homeowner did not follow up with either.

Discussion was had on Fountain Greens, and a more forceful policy on encroachment. They may develop a minimal lease for those homes encroaching on their property.

A bid has not yet been obtained for the Berm at 7342. Amy will meet with Ward's late January and inform the Board so the work can be done during the winter. The sump pumps are to be serviced by APR Plumbing on Friday, January 25. APR will provide assessment and also bid for replacing pumps.

Quote to install Address Plaques on each home in the HOA was discussed last Spring. Cost would be about \$50/each, \$1750 total. Total project with labor approximately \$3500, and is included in 2019 budget.

Pending Business

Trash Removal – Western Disposal resumed pick up on cul-de-sacs November 7 and will continue this pick-up through April. Amy contacted Western to use smaller trucks, but they replied no as we have 3 years left on the contract. The Board will decide at the April meeting if certain homeowners will need to move their containers to Windsor Dr.

Shrub Trimming – Ward’s Lawn did shrub trimming with fall clean up. Due to fall storms, it took multiple visits to finish leaf clean up.

Snow Removal – plowing trigger is 3”, shoveling is 1”, contractor instructed to use minimal salt at mailboxes, not to start prior to 10:00 am.

Tree Trimming – Augustine Trees completed winter pruning earlier this month, including lifting three pine trees at 7300 Windsor, as previously approved.

New Business

2019 Budget– dues remain at \$270/month. Discussion was had on the Proposed budget presented by Amy. Bob motioned we approve the budget, Dennis seconded, and it passed unanimously.

Supplemental snow removal service for North-facing homes on Windsor. Per Rich’s suggestion, HOA is providing buckets of salt/gravel mixture along Windsor drive for owner use. Amy has spoken to both Randy from RKB Lawns (handyman) and SJ Wards (snow contractor) about providing service to area when storm doesn’t reach contractor’s trigger depth to prevent ice-build up. Marty motioned for Amy to pursue a contract for this ice-build up maintenance, Bob seconded, and it passed unanimously.

Dennis motioned we give Amy a \$200 gift certificate for her service over the last year. Marty seconded, and it passed unanimously.

With Marty and Bob’s terms expiring. We need to recruit two new Board members along with any volunteers for the AL committee at the following Annual HOA meeting.

Meeting adjourned at 6:00 pm.

Marty Schneider, Secretary