

## Buckingham Ridge Homeowners Association

### Meeting of the Board of Directors

Oct 11, 2018

Dennis opened the meeting at BCC at 5:18pm. In attendance were Dennis Stengel, Kathy Klatman, Marty Schneider, Bob Webster and Amy Scott of RDPM.

July Meeting Minutes previously e-mailed, attached for reference. Two items in minutes were addressed. One, added "but before 28 days when concrete is at full Strength" in 4<sup>th</sup> paragraph in second to last sentence. The last 2 sentences were deleted in paragraph 1 of the AL Report. Bob motioned we approve Minutes from 07/17/18 Board Meeting. Kathy seconded, and motion passed unanimously.

As of September 30, 2018, the HOA's total cash position was \$38,394.25, with \$6,531.09 in the Operating Account and \$31,863.16 in the Reserve Accounts. Through September, the HOA had a net operating income of \$13,250.37 vs. a budget of \$15,222.03. No delinquencies.

Marty reported no homeowners requested AL reviews, other than for Roofs in which case they contacted Amy.

#### Pending Business

Trash Removal – Western Disposal's 3 year contract goes through Sept 2019; One Way Disposal is not open to working around our requests (additional manpower to empty trash, smaller trucks). Marty motioned Western Disposal will return to curbside service at all houses as of Wednesday, Oct 31st. Dennis Seconded and passed unanimously. Will revisit policy in April. Amy to notify homeowners.

Address Plaques – Quote to install about \$50/each, \$1750 total. Total project approximately \$3500, budget for 2019? Marty will check into current price for plaques.

Berm at 7342 – Amy to get bid from Ward's to do work. Sump pumps to be checked by Buzz Barday Plumbing. Scheduled maintenance would be to replace pumps every 5 years and it's due. Marty motioned to proceed with Ward's to complete berm and hold off on replacing pumps if Barday feels they are operating correctly. Bob seconded, and motion passed unanimously.

HOA Policies required by State Law, 9 required polices. Buckingham Ridge has policies in place, can expand if desired. Amy indicated these policies are on website.

Ward's will do complete fall shrub trimming with fall clean up, Nick Hoag will supervise. Several Board members commented on a poor trimming job was done last year. Amy will relay these concerns Nick. The Sprinkler system has been turned off and lines blown out.

#### New Business

Roof Replacements continuing on an ongoing basis. Amy has been contacted by homeowners. We will be requesting homeowners to remove roofers signs.

HOA dues increased from \$235 to \$270 in 2018, with \$15 of that increase going towards bulk internet. Anticipated reserve balance at year end is \$42,708. Current HOA fees allocate \$35/month/household to fund reserves or \$15,120 annually. Marty motioned to keep the monthly dues at \$270 in 2019. Kathy seconded, and motion passed unanimously.

Snow Removal for 2018-2019 – Snow removal company will maintain price from last year. Contractor to be instructed not to start prior to 10:00 am, minimal salt at mailboxes and sidewalks, no salt on steps/decks

FG Board is working on “encroachment leases” for private properties that encroach on FG property. Amy will request a copy of their findings as it may impact some residents in Buckingham Ridge

The Fosters at 7318 Windsor requested a tree be furnished on the property by the HOA. It is our policy to pay for tree removal, not for replacement. Amy will notify them of our decision.

The Board will be looking for 2 new board members at the annual meeting in January 2019. Marty and Bob have their terms expiring.

Next Board meeting was set for Jan. 24, 2019 at 5 pm. The annual meeting will be held at 6:00 after the Board Meeting. Amy to check into BCC for a room. Amy will mail Annual Meeting notice to homeowners with a location.

Meeting adjourned at 6:15 pm.

Marty Schneider, Secretary

## Buckingham Ridge Homeowners Association

### Meeting of the Board of Directors

July 17, 2018

Dennis opened the meeting at BCC at 5:00pm. In attendance were Dennis Stengel, Kathy Klatman, Marty Schneider, Bob Webster, Rich Berman and Amy Scott of RDPM.

April Meeting Minutes previously e-mailed, attached for reference. Rich motioned we approve Minutes from 04/12/18 Board Meeting. Dennis seconded, and motion passed unanimously.

Amy presented the Financials. As of June 30, 2018, the HOA's total cash position was \$92,842.78, with \$6,805.17 in the Operating Account and \$86,037.61 in the Reserve Accounts. *Note: Asphalt work has not yet been paid, concrete has been paid.* Through June, the HOA had a net operating income of \$13,524.78 vs. a budget of \$10,260.33. Delinquency: 7305 W - \$295.

Concrete work - Concrete replacement totaled \$58,752. Contract was \$56,770.47; additional work of \$2010 at driveway base of 7384 approved to accommodate curb and gutter, approved by Dennis (invoice attached). New owners at 7367 placed dumpster in driveway, driving over new concrete after 7 days. Owner taking responsibility for any failure of this area.

Asphalt work - Invoice totaled \$54,189, not yet paid. Contract for \$36,327, need to over-excavate added \$17,840 to project. The asphalt contract included adding 6" of sub-base. Once the 4" of asphalt was removed there was no sub-base. Contractor needed to get additional 6" of sub base, which was needed on both circles. Contractor did an excellent job and finished it correctly. Marty and Dennis consulted with contractor's supervisor, Greg, while they were excavating. Marty motioned we approve the additional payment of \$17,840. Rich seconded, and motion passed unanimously.

It should be noted for future Windsor resurfacing. There appears to be no sub base on Windsor where concrete work was performed. This additional cost must be considered in the future. Some neighbors have complained Windsor should have been sealed. There is no benefit to sealing and it will not be done.

Dennis suggested that an amount of \$15 /mo. Be assessed to homeowners for building the Reserve Accounts. This will affect future expenditures to resurface Windsor. This will be discussed at the October Meeting.

Feedback on pulling trash cans to Windsor, some owners not pleased. The Board feels keeping the large Western Disposal trucks off the two circles will help the asphalt cure stronger. These large trucks need to backup and brake on a downgrade which damages the circles. The permaliner between the two layers of asphalt may have also added to the problem. We will continue to ask the home owners on circles move their trash cans to Windsor Dr. the Board will revisit this policy at the October meeting before winter starts. Amy will look for bids from Disposal companies with smaller / lighter trucks.

Marty presented the AL report.

- 1) Amy, Ed of Augustine Tree and Marty walked the neighborhood in early July. Pine Trees at 7300 Augustine suggests less extreme approach of lifting branches up to 8 feet to allow sun light on grass and sidewalk, appropriate trim time is fall. The Board agreed to see if trimming up the

trees solves the icing problem in that intersection. Bids from Augustine Trees to prune trees attached here, \$2290-\$2340 total.

- 2) White trim has been approved by AL Committee for the color pallets not having white, homeowners are required to submit AL Request when deviating from the color pallets without white trim.
- 3) Emerald Ash Borer treatment on Ash trees completed by Davey Tree in June
- 4) Bill Hoheisel completed approved stump grinding in May for \$1255.
- 5) Shrub Pruning was done by Ward's Lawn in early July. Dennis pointed out that many bushes were not trimmed away from windows, impeaching the opening of the windows. Amy is to contact Ward of this issue.
- 6) Address Plaques - Quote to install \$50/each (\$1750) by Zucchini Construction. Amy received same quote, suggest going with Carl @ Zucchini as he installed Marty's and is familiar with installation details. Board decided to shelve this project, until October meeting.
- 7) Specific landscape tasks: Sod installed in select areas at 7300, 7375, 7398. Bid for Berm at 7342 not yet obtained; Ward's can do work in fall/winter at slightly reduced rate.

Amy looked into the HOA Policies required by State Law - 9 required polices, Buckingham Ridge has policies in place, can expand if desired. Marty and Amy will look into updating some of our procedures for compliance.

Amy reported that Comcast had switched homeowners to new contract. Amy has been in contact with those that had questions. Seems Some folks are saving \$15 on their bills while other's save \$50 or \$60. Amy hasn't received complaints.

#### New Business

Many homeowners may need roof replacements from the July hail storm. Amy will contact homeowners as to colors and types of Shingles that are acceptable to the HOA. Homeowners will need to supply a completed AL Request to Amy.

7305 Windsor Requested if an estate sale/garage sale for remaining furniture at Carlson home would be allowed by the HOA. The Board agreed, as long as it is only 1 day.

Amy will present a budget for 2019 that the Board will review at October Meeting.

Amy has received complaints about the mailboxes on West circle. These are the responsibility of the USPS and we have no authority in replacing them.

Entry Flowers were planted by Fred & Janet Strife with help from Ellen Berman, total \$225.41. The Board appreciates your hard work in beautifying our entrance from Clubhouse.

Next Board meeting was set for Oct 11, 2018 at 5 pm. Amy will email the homeowners 2 weeks before the meeting with a location.

Meeting adjourned at 6:22 pm.

Marty Schneider, Secretary

## Buckingham Ridge Homeowners Association

### Meeting of the Board of Directors

April 12, 2018

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

Marty pointed out the minutes from the last Board Meeting had an error in the date of the next Board Meeting. It read 4/10/17 and should have read 4/12/18. Dennis motioned we approve Minutes from 01/24/18 Board Meeting after the Annual Meeting. Rich seconded, and motion passed unanimously.

Amy presented the Financials. As of March 31, 2018, the HOA's total cash position was \$144,200.11; with \$33,179.91 in the Operating Account and \$111,020.20 in the Reserve Accounts. Through March, the HOA had a net operating income of \$4,548.69 vs. a budget of \$5,299.65.

Delinquency as of 3/31/18: 7305 \$875 (Amy in touch with executor of estate), 7309 \$702 (paid in full April 9), 7367 \$317 (house for sale), 5 owners have minor balances from dues change, reminder statements sent out.

A discussion was had on the Acc't Reserve referenced on the Balance Sheet. This account was setup per Section 9 of the Declarations. Bob motioned to merge the Acc't Reserve into 1<sup>st</sup> Nat. Savings and rename it Capital Reserve Fund. Since it is not refundable to original homeowners, it no longer needs to be separated. Amy will redo balance sheet to show two accounts, Operating Acct and Capital Reserve Fund. Amy is to make a bulk deposit Capital Reserve Fund for the 1<sup>st</sup> 6 months of 2018 and \$20 per household monthly thereafter.

Marty presented the AL report from March 31<sup>st</sup>. Discussion was had on replacing the current Address plaques on each house so they could be read at night more easily. Emergency responders in the past have complained they couldn't read the addresses. Marty presented a casting with Black numbers and offwhite background to be screwed into the mortar between bricks directly under the light fixture. Marty motioned we replace all the Address plaques with casting shown on all homes. Amy is to get quotes from contractors. If cost exceeds \$3000 Board will reconsider in July. Funds are to come from Reserves Account. Rich Seconded and motion passed unanimously. Also, any new light fixtures installed by homeowners should be chosen so light emits down over the new address plaque. Dennis pointed out new county rules require outdoor lighting to emit down and not up and around as light pollution.

The Board directed Amy to get bids from Ward Landscaping to construct berm at 7342 and repair bush trellis at Buckingham and Windsor entrance. The Board decided not to do anything at this time to the 2 islands on Windsor Dr due to large capital expenditures this year.

The Board discussed the merit of looking at upgrading the Declarations. The state has passed Policies that may impact the HOA's Declarations. Attorney firm Hindman Sanchez will review documents for \$1595 this includes attendance at a board meeting to discuss document audit. Since the Board has embarked on a large Capital Improvements budget, we will wait till next year to allocate funds.

Comcast had switched homeowners to new contract. Amy has been in contact with those that had questions. Seems some folks are saving \$15 on their bills while others save \$50 or \$60. Amy hasn't received complaints.

Pine Trees at 7300 discussed at Annual Meeting, Padrnos' may be willing to have them removed to mitigate shady icy sidewalk in winter and needle problems and struggling turf in summer. The AL committee agreed. Dennis motioned removing the trees and stumps at the associations cost. Amy is to receive a signed statement by 7300 approving the removal. Marty Seconded and passed unanimously.

Asphalt and Concrete work, Amy has place holder with Superior Aggregates; obtaining comparison bids for reality check, will email when received. Board will do final email approval once Amy has prices.

Turf at 7300 (Padrnos), 7375 (Fine), 7354 (Schneider) and 7398 (Webster); Amy getting bids on both overseeding and sodding at these properties. Several other areas also struggling.

Bill Hoeheisel, "The Stump Grinder" willing to grind stumps, Marty will walk the neighborhood with Amy and/or Bill. We need to provide a complete list of front yard stumps for grinding.

#### New Business

Amy should update Homeowners address list but will need to contact homeowner to opt out.

7336 (Fred Strife) requested an evergreen tree be removed and replaced between his house and 7330. It's not on Fountain Green property. Dennis motioned the association have the tree and stump removed and new tree planted to show the homeowners appreciation for Fred and Janet taking care of the flowers on our Country Club Entrance. Rich Seconded and passed unanimously.

7324 requested to store a dumpster in a parking space for a kitchen remodel. Board members were worried that hauling waste that far might cause damage to homeowners and their cars as well as occupy a parking space for months. It was rejected by the board and they will have to get a dumpster to fit in their driveway. 7333 requested using a parking place by their deck reconstruction. Since it will be for only a short time and close to the deck, the board approved storing dumpster

Snow removal was acceptable and may have showed up too often. When renegotiating the contract this fall, Amy will clarify the association needs.

There was talk of Fountain Greens constructing picnic structure in Park. Board will take no action, concerned homeowners should canvas the neighborhood to get opinions.

Next Board meeting was set for July 19, 2018. Location is Dennis' house 7317 Windsor.

Meeting adjourned at 6:22 pm.

Marty Schneider, Secretary

# **Buckingham Ridge Homeowners Association**

## **Meeting of the Board of Directors**

### **After Annual Meeting**

Jan 24, 2018

Dennis opened the meeting at 8:20pm. 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, Marty Schneider, Rich Berman and Bob Webster.

Elections of Board Member Positions yielded Dennis will remain President and Treasurer, Marty will remain Secretary. Marty will be a second signer on bank accounts. Rich will be VP.

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

The Board discussed the merit of looking at upgrading the Declarations. The state has passed Policies that may impact the HOA's Declarations. It was decided that we wait until the April meeting.

Finally, the Board voted unanimously to give Amy a \$150 gift certificate for her fine work done over this past year.

Next Board meeting was set for ~~April 10, 2017~~ Location is TBD. Contact Amy if you have any questions.

Meeting adjourned at 8:28 pm.

Marty Schneider, Secretary

## Buckingham Ridge Homeowners Association

### Annual Members Meeting

January 24, 2018

Dennis opened the meeting at 7:15 pm. In attendance were Board members Dennis Stengel, George Bradley, Bob Webster, Rich Berman and Marty Schneider and Amy Scott of RDPM

A quorum of more than 20% of homeowners was met. Amy has the list of attendees and proxies.

Amy presented the financials. See attached Budget for 2018. As of 12/31/2017 the HOA had a total cash position of \$139,605. Net operating income for the year of 2016 was \$22,250 compared to the budgeted amount of \$13,285. All homeowners are up to date or early in their monthly payments.

Amy went over some of the highlights of 2017. We contracted with a new landscaping/sprinkler contractor as well as a new snow removal contractor. Board members indicated satisfaction with the work they are doing. There have been some growing pains, and they are attentive to our requests. HOA removed 10 aspens and trimmed many other trees. This coming year we will treat for the Ash Borer.

Dennis outlined how the streets and gutters/sidewalks will be repaired. The west circle will be repaving portions of the circle and putting new asphalt cover. The east circle will be getting a new asphalt cover. There will be concrete work done to repair cracked and chipping concrete along gutter/sidewalk and concrete damaged from land settling. Windsor Dr. will have a chip seal, as its base is still acceptable. This will result in a major reduction in our Reserve Balance of \$94,327, thus the Board will be raising the monthly dues by \$20 for each household for replenishment of the Reserve Balance by current homeowners, rather than a special assessment.

Last year the board investigated the Comcast contract that came up for renewal in fall of 2017. Comcast offered to include internet service at an additional cost of \$15 to the current contract we have with the Basic TV service we have now. Amy presented a typical homeowners bill as an example of possible cost savings. Homeowners should see a reduction in their bills, as Comcast will not bill for modem rental and internet service. Additional features like HD channels, HD boxes/DVRs and faster internet speed packages will be billed to customer. Amy will be sending out an email around the time new billing is done by Comcast, of what to expect. Do not cancel any services as Comcast will change your bill to reflect new contract. It will be the homeowner's responsibility to contact comcast if they do not see certain reductions to their bill. When talking to Comcast, use the HOA acct # 8497-10-102-0098926. There were no objections from the homeowners to the added \$15/mo for the new Comcast contract.

Expect to see your monthly payment for the HOA to increase to \$270.00 starting January of 2018.

Marty reported there was one request in 2017 for the A&L committee to rule on. 7394 Windsor submitted a request on 091117 and was approved by the committee on 091117. Homeowner Wanted to install a white wood pergola on the new deck she done. Homeowners had completed their construction to the satisfaction of the Committee and the Board. There was one homeowner that had a request rejected. It involved a fenced in front yard. It would not have conformed to the neighborhood. After communications with the AL, a new plan

was submitted and approved on 01/20/18. The 30 day notice to be posted on mailboxes. There were also several homeowners that did maintenance projects on their decks. Marty pointed out how some homeowners when repainting their homes are using the color pallets specified by the HOA incorrectly. They are using body colors on their trim. The AL will be addressing this issue in the coming year.

A new homeowner asked about the pool at entrance off of Lookout. That pool is not in our HOA. Another asked about property Lines for each home. AMY will get the county assessors website where approximation of Lines can be obtained. If you have an ILC from when you bought, it will indicate the property lines. Another homeowner asked is there had been any costs associated with Fountain Greens trying to close off Four Rivers Road last year to golf carts. Dennis indicated we had not expended any funds related to the issue. Another asked how many homes are rentals? Maybe 2.

Another asked if we could have more stone put on walking paths. The paths around the ponds are Fountain Greens property not the HOA's. This led to further discussion of not encroaching onto Fountain Greens property with decks, flowers and trees.

Dick Pateros pointed out the two parking spaces across from his house had snow plowed into them as well as the Bobcat being parked there. The landscaper had not picked up pine needles and leaves on his side lawn this past fall. When they did come back 90% of pine needles and 30% of leaves were left, also the grass is thin. The HOA will find somewhere else to store the snow from the intersection of Windsor and Country Club Road.

Dick and Cappy Thanked the Board Members for the work they've done.

There are two open positions on the Board as Dennis and George have their terms expiring. Since an HOA is representative of the homeowners living within it, Dennis asked if anyone wanted to volunteer. Kathy Klatman expressed interest. Dennis nominated Kathy for the Board, she was seconded, and all participating homeowners voted Kathy to the Board. Since no other homeowners came forward, Dennis volunteered to serve another term. Marty nominated Dennis for the Board, he was seconded, and all participating homeowners voted Dennis to the Board. Dennis thanked George for his time on the Board.

Meeting adjourned at 8:15pm.

Marty Schneider, Secretary

**Buckingham Ridge Homeowners Association**  
**Meeting of the Board of Directors**  
Jan 24, 2018

Dennis opened the meeting at 6:10 pm at Hampton Inn meeting room. In attendance were board members Dennis Stengel, Marty Schneider, Robert Webster, Rich Berman, George Bradly and Amy Scott of RDPM.

Bob motioned we approve Minutes from 12/04/18 Board Meeting. Dennis seconded and motion passed unanimously.

Amy presented the financials. As of 12/31/2017 the HOA's total cash position was \$139,605.29, with \$28,358.28 in the operating account and \$111,247.01 in the reserve accounts. YTD Net operating income was \$22,250.25 compared to a budgeted amount of \$13,285. The \$8965.25 variance is due to additional income received \$2117.22 (prepaid dues and interest) along with expenses coming in under budget by \$6848 for the year. As to the Liabilities portion of report, Amy explained the \$11023.43 from 2000 was due to an accounting change to keep current with Colorado law. Dennis Motioned we change the accounting of Liabilities to incorporate the \$11023.43 into Retained Earnings. Bob Seconded and motion passed unanimously.

Marty presented the AL committee report. 7347 Windsor had several AL requests. The first for 7347's front and backyard decks. Both decks were considered as maintenance and approved. Gayle's second involved fenced in front yard. It would not have conformed to the neighborhood. After communications with the AL, a new plan was submitted and approved on 01/21/18. The 30 day notice is to be posted on mailboxes. Dennis mentioned he wanted a post 4" of the wall of 7355 and I will pass this note on to Gayle. The AL is also working on address numbers on houses. We will have a proposal for the Board in April.

Tree trimming by Augustine Tree has been completed in December.

The Board has been evaluating adding internet to the bulk Comcast contract. Comcast offered to include internet service at an additional cost of \$15 to the current contract we have with the Basic TV service we have now. Amy presented a typical homeowners bill as an example of possible cost savings. Homeowners should see a reduction in their bills, as Comcast will not bill for modem rental and internet service. Additional features like HD channels, HD boxes/DVRs and faster internet speed packages will be billed to customer. Dennis motioned the HOA sign the Comcast contract and increase the monthly assessment by additional \$15. This will be total of \$35 monthly increase along with the \$20/mo increase for reserve funding, approved at the 12/04/17 Board meeting. Rich seconded the motion and it passed unanimously. The board will reconsider this \$15/mo increase if there is opposition from homeowners at the following Annual Meeting.

Dennis mentioned Fountain Greens has raised their fee's \$2 a year for the last few years. The HOA has not passed this additional cost onto the homeowners. We could have Fountain Greens bill them directly rather than the HOA paying the fee. Discussion was had and will defer any decisions until future Board Meeting.

Snow removal was discussed. Homeowners complained of the early morning plowing on Christmas eve along with the excessive salt usage. Amy has contacted the contractor and this last snow storm had much better results. Overall, board members expressed their satisfaction with the snow removal contractor.

The contract for street improvements budgeted for 2018, will be presented by Amy at the April Board Meeting. Amy will solicit quotes from addition contractors.

Rich suggested excess snow can be stored in the 4 spaces in front of his house be used for excess snow storage as well as the contractors' bobcat.

Meeting adjourned at 6:55pm.

Marty Schneider, Secretary