

Buckingham Ridge Homeowners Association
Meeting of the Board of Directors
Dec 04, 2017

Dennis opened the meeting at 4:30 pm. In attendance were board members Dennis Stengel, Märty Schneider, Robert Webster, Rich Berman and Amy Scott of RDPM.

Amy presented the agenda for the meeting. (attached)

Comcast contract was discussed. Dennis supplied a copy of his Xfinity bill. Comcast is offering to give homeowners Internet for \$15 more than what we are now paying for basic cable for a 3 year contract. For all but 4 homeowners, they may see a reduction in their bill. Amy will contact Comcast with questions on the billing. If Amy finds there are savings for the average homeowner, the \$15/month may be added to the monthly assessment. In any regard , we will be signing a new contract .

Amy presented a projected budget for 2018 to 2026. Costs included street repairs (Concrete \$ 58,000 and Asphalt \$36,327 replacement) and sprinkler repair for our 30 year old system. New heads alone could save money on water usage. Amy suggested irrigation specialists that redesign older systems. Capital reserves were reviewed to planned expenditures. Dennis motioned we increase the monthly assessment by \$20/month to build Capital reserves after these major expenses. Motion passed unanimously.

Rich suggested we revisit Gayle Hamers proposal for a fence in her front yard. The AL Committee had rejected her proposal for a fenced in front yard. (attached) The Board discussed having Gayle consider a wall conforming to current courtyards in the circle. The board members discussed the AL committee's response. Since this could be considered a courtyard, board members felt conforming to other similar courtyards on the circle be maintained. At minimum, an Improvement Location Certificate (ILC) to identify the property line must be obtained. Bob expressed interest in walking the property to get a better visualization.

Rich suggested excess snow can be stored in the 2 spaces in front of his house be used for excess snow storage.

The Board deferred the house color pallet discussion for a future Board Meeting.

Amy has prepared a letter requesting volunteers to serve on the Board and Architectural and Landscaping committee. It will go in the letter notifying homeowners of the annual meeting.

The Annual meeting was set for 7:00 pm on Jan 24th with Location TBD. The next Board meeting will be at 5:00 PM before Annual meeting.

Meeting adjourned at 4:55pm.

Marty Schneider, Secretary

Buckingham Ridge Homeowners Association
Board of Directors Meeting
October 17, 2017

The meeting was called to order at 5:06 pm. Board members Dennis Stengel, George Bradley, Bob Webster and Rich Berman were present. Marty Schneider was unable to attend, due to illness. HOA Manager Amy Scott of RDPM, Inc. was also present.

The group walked outside and looked at the sump pumps and negative drainage towards the foundation at 7342 Windsor. They discussed options, and agreed to get a bid from Ward's Lawn to build a berm that would divert water away from the house and towards the ponds, if the sump pumps were to fail. Amy will request the bid from Ward's and then forward to the board. Amy had previously let the owner of 7342 know that the HOA's insurance policy would not cover damage to his home if the sump pumps failed to operate and water came into his basement. The owner commented that his insurance won't cover such an event, either. Amy said she would check with another carrier to see if there were any other policies available. In the meantime, a solution that would help eliminate the possibility of water backing up into the property, such as a berm, seems like a viable option.

Minutes: The board approved the August 7, 2017 meeting minutes as presented.

Financial reports: Amy reported on the HOA's finances: As of 9/30/2017 the HOA's total cash position was \$133,175.36. \$21,945.80 was in the operating account and \$111,229.56 was the total in the reserve accounts. YTD Net operating income was \$15,837.77 compared to a budgeted amount of \$8,213.69. 2 owners are delinquent: 7305 W \$755; 7363 W \$191.

A & L Report: The group then reviewed the A & L Report, and discussed the request to improve the 2 parking islands. Dennis suggested discussing the HOA's upcoming street repairs and understanding the cost of that project before committing funds toward the islands. The members present were not opposed to improving the islands, but wanted understand the financial cost as well as any ongoing maintenance costs. There was a suggestion to remove the dated, overgrown fitzers, and possibly have an area for snow storage. We may look into sodding the islands as well.

Pending Business:

Streets – Asphalt and Concrete: The group reviewed the asphalt and concrete information that Amy had compiled. The HOA has yet to receive a report from the civil engineer that prioritized repairs. Amy is meeting with Superior Aggregates to assess the asphalt streets and concrete curb and gutter. She will get a bid from them on needed repairs and drainage correction. The Board will use this as a basis for planning and budgeting. Amy will get at least 2 more bids for consideration for the street repairs. Based on today's costs, to remove and replace all of the asphalt on Windsor Drive, it would cost about \$195,000. The group noted that the areas in the cul-de-sacs are in greater need for replacement and drainage correction. We do not need to do 100% replacement of the street. Dennis estimated that we may need to replace about 1/3 of the asphalt.

Tree Trimming: Using the list started by A & L Committee, Augustine Trees removed several dead trees and trimmed others in late August. The HOA has not yet been billed for this work; the approved bid was \$2230. The board discussed how to address tree stumps and agreed that if a stump is in the front yard, clearly visible, or if a stump is creating a trip hazard, it should be ground down. The HOA will pay for stump grinding of stumps that meet these criteria. If an owner wants a stump ground down that is behind their home or between their homes, they may have the stump ground down at their own expense. Amy will have Bill Hoeheisel, "The Stump Grinder" tend to the stumps generated from recent tree removals.

Comcast Cable Contract – Dennis reported that only one owner replied to the community e-mail he sent out this summer, notifying owners know that the HOA may be dropping the bulk Comcast cable service. The group made suggestions to the draft letter and survey prepared by Amy. She will e-mail to Dennis for approval, then mail out to owners. The letter is to solicit feedback on the cable service. The board will make the final decision on terminating the contract. .

New Business:

Fountain Greens - noted on agenda, not discussed:

- Amy alerted Fountain Greens to sprinkler issue behind 7394 Windsor, resulting in pooling water. Their contractor and ours both checked irrigation, matter now resolved.
- Amy informed Fountain Greens that 7372 Windsor was rebuilding deck, same footprint as original deck.
- If a tree on Fountain Greens property is dead or needs trimming/maintenance, we need to report to FG property manager Amy Bowman at Hammersmith.

Snow Removal – contract for snow removal service with Lawn Works was renewed, no increase in pricing from last year's contract.

2018 Draft Budget:

The group reviewed the budget worksheet prepared by Amy, with 2017 estimated totals and 2018 budget scenarios, one including Comcast and one excluding Comcast. The group offered suggestions on the formatting of the worksheet to clearly separate Operating Expenses from Reserve Expenses. They also noted that the Reserve Funding should be indicated as a distinct part of the budget, rather than allocating net income after operating expenses as each year's Reserve contribution. Dennis requested that the budget worksheet be re-formatted prior to the Annual Members Meeting. We will also include a 10 year reserve plan to help identify future expenses and explain to owners any need for a change in monthly HOA fees. Bob emphasized the need for transparency, and documentation for budget assumptions and decisions. Amy agreed to update the budget worksheet and to include a 10 year reserve plan for capital items such as asphalt, concrete, sump pumps, sprinkler upgrades and island renovations.

Annual Meeting: Dennis and George's terms expire at the 2018 Annual Meeting. Marty had requested that Amy draft a letter soliciting board members. Amy included a draft in the packet, but there was not time to review it. Amy will e-mail it to the board for feedback, and we can include it with the Annual Meeting Mailing.

The next meeting date was not selected. The Annual Meeting will be held at the Country Club in January. We need to check availability of the board room and select a date.

With no further business, the meeting was adjourned at 6:48 pm.

Minutes submitted by Amy Scott

**Buckingham Ridge Homeowners Association
Meeting of the Board of Directors**

August 7, 2017

Dennis opened the meeting at 5:00pm. In attendance were board members Dennis Stengel, George Bradley, Marty Schneider, Robert Webster, Rich Berman and Amy Scott of RDPM. No other Homeowners came to this meeting.

Minutes from the Board Meetings of April 19, 2017- were approved by Dennis, Marty, Rich, and George.

Amy presented the financials. As of 7/31/2017 HOA had a total cash position of \$133,734.41. Net operating income for YTD was \$16,440.57 compared to the budgeted amount of \$6,332.87. Note: variance is misleading, as there are prepaid dues. One homeowner is delinquent: 7305 Windsor, and was due to a homeowner passing.

Marty presented the A&L committee Report. One homeowner had requested to do maintenance in front yard. It was approved.

Pending Business

1 – Ward's Lawn Service has been doing a good job in lawn and sprinkler maintenance. Ward's has been repairing sprinklers that Flatiron Sprinkler was unwilling to do. Shrub pruning went fairly smoothly.

2 - Jim Brostovich, Civil Engineer that walked HOA streets on 5/16 along with Amy, Dennis and Marty, is finishing up his analysis to provide assessment and suggestions of drainage needs at street, sidewalk and curbs. Amy will contact Jim again.

3 – Augustine Tree repaired damage from the May blizzard. Amy is to ask Augustine Tree if a walk through this fall to see if any trees need to be removed or trimmed would be constructive, or wait till Spring. Several homeowners have Aspen trees that they think should be removed. Also, the Ash trees will be treated next summer for parasites once the trees leaf.

4 – Dennis presented a list of "Basic channels" in our Comcast Bulk Contract. (See Letter attached) Amy was directed to contact homeowners regarding discontinuing the Bulk Contact. We will discuss at October Board Meeting and make a decision.

5 - Weeds around the ponds and our development continue to be a problem. The cause may be not using pesticides.

New business

1 – We will be contacting homeowners to volunteer to serve the HOA. We have 5 Board members, two of which have served in excess of 6 years. The A&L Committee is in need of members as well.

2 – There have been several home owners that have painted their homes. Homeowners are reminded that the HOA has approved color palates for the 3 different home styles. Homeowners should Contact Amy at RDPM or the A&L committee when they plan to paint.

3 – The homeowner at 7342Windsor expressed concern about the HOA sump pump next to his property. He noticed it ran for 3 days non-stop last fall. They contacted their insurance company about coverage if the pump failed and flooded their basement. They would not be covered. Amy is to check with the HOA insurance carrier as to the coverage the HOA has regarding this scenario.

4 - The Brass address numbers used now are difficult for emergency responders to read in many cases. Some homeowners have used Black numbers over their garage doors. Marty will walk the neighborhood to review what homeowners have done and how it adds to the continuity of the neighborhood. Marty will also look for grass that has been damaged by the snow plows adjacent to driveways.

The next board meeting was set for 5:00 pm on Oct. 17th with Location TBD.

Meeting adjourned at 6:15pm.

Marty Schneider, Secretary

Buckingham Ridge Homeowners Association
Meeting of the Board of Directors
April 19, 2017

Dennis opened the meeting at 5:03pm. In attendance were Dennis Stengel, George Bradley, Marty Schneider and Amy Scott of RDPM. Rich Berman also attended the meeting. No other Homeowners came to this meeting.

Minutes from the 2 Board Meetings and Annual meeting of Feb. 2, 2017- were approved by Dennis, Marty and George.

Amy presented the financials.

1- As of 03/31/2017 one owner is delinquent: 7367 W (\$246). He does pay his late fees.

2 – As of 3/31/2017 had a total cash position of \$128,042.62. Net operating income for YTD was \$10,760.64 compared to the budgeted amount of \$2571.23. Note: variance is misleading, as there is over \$4200 in prepaid dues, and snow removal is under budget by \$2355.

Marty presented the A&L committee Report. One homeowner had requested to do maintenance on their deck. It was approved.

Pending Business

1 – Since there is one Vacancy on the Board, Rich showed interest in the positron: Marty motioned Rich be nominated for the Board, Dennis seconded and the three board members attending voted yes. Rich will take over for Mary, who's term end in Feb., so he will have a term of 3 years.

2 - Jim Brostovich, Civil Engineer that walked HOA streets on 5/16 along with Amy, Dennis and Marty, is finishing up his analysis to provide assessment and suggestions of drainage needs at street, sidewalk and curbs. Amy will meet in 2 weeks with Jim, and Jim will have a report in May.

3 – Last fall, Flatirons Sprinkler had repaired a valve at 7366 Windsor. Seems they only buried the pipe 18". It would have been better to bury it 4' to keep from freezing. A similar valve at 7317 Windsor is leaking and may need to be replaced. Another one by 7367 Windsor should be checked. Dennis feels Flatirons Sprinkler should be more responsive to our needs, as they don't return calls. Amy will talk to them. If they continue to be unresponsive, we may give the sprinkler maintenance to Ward Landscaping. Dennis motioned Amy should talk to Flatirons, and determine if Ward will be contacted to do the work. Marty seconded and the vote approving was unanimous.

New business

1 – There was water pooling at the spot the valve was fixed at 7366 Windsor. A drain was dug to move the water to the pond. Master Association complained they weren't notified of the Drain. Dennis is in communication with their Board about this matter.

2 – a new 3 year contract was signed with Western Disposal. .

3 – Amy presented that the contract with Comcast may be obsolete. Seems our contract is for "Basic" service. If a homeowner gets anything but basic they will be charged as a normal account. Which means the Association paying for the contract is redundant. We will check with other local associations to see what they are charged without a contract, and what our homeowners are charged with a contract.

4 - The Master Association Fountain Greens may be looking for new Board members. If anyone in our association is interested in running, contact our board or the Master Association.

The next board meeting was set for 5:30 pm on July 20th with Location TBD.

Meeting adjourned at 6:20pm.

Marty Schneider, Secretary

Buckingham Ridge Homeowners Association

Annual Members Meeting

February 2, 2017

Dennis opened the meeting at 6:05 pm. In attendance were Board members Dennis Stengel, George Bradley, Mary McGraw, 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 2017. As of 12/31/2016 the HOA had a total cash position of \$117,246.05. Net operating income for the year of 2016 was \$19,961.05 compared to the budgeted amount of \$17,880.00. Dennis discussed the analysis from the Civil Engineer the board has hired. This analysis will give the board information it needs to determine if reserves are adequate for future street repairs.

Marty reported there were two requests in 2016 for the A&L committee to rule on. Homeowners had completed their construction to the satisfaction of the Committee and the Board.

Dennis suggested revisiting the Comcast contract. With the changing nature of how television is delivered, it may be cheaper for homeowners to have internet service only. Cappy and Fred offered it may be better to leave the contract as is.

Due to issues with the snow removal last winter, the HOA changed contractors. Amy reported only one homeowner complaint, regarding the timing of the snow removal. Amy has talked to the contractor. The HOA has new contractors as well for the sprinkler maintenance and Landscaping. Please contact Amy for any issues you are having with the new contractors.

Dennis thanked Fred and Janet for maintaining the flower beds at the entrance on Clubhouse Drive. The board should look into getting a dinner for 4 for Fred, Janet and two guests.

Cappy suggested there be better communication between homeowner and tree trimmer. Several years ago he had a problem with two trees and the fall trimming. Augustine Tree, Amy, Dennis and Marty walked the property, discussing work to be done. This year in March and December Ed Goeble and his crew attempted to contact each house and explain the work they were to complete. Amy received no complaints.

Cappy asked if other homeowners had been solicited to sell their house. His concern is it may be a scam, and wanted to make homeowners aware of it. Cappy then thanked Amy for helping the board keep the dues constant.

Dennis thanked Mary for the 3 years she had spent on the Board. Since no one has expressed interest in running for the Board, the position Mary occupied will be vacant.

Meeting adjourned at 6:35 pm.

Marty Schneider, Secretary

Buckingham Ridge Homeowners Association

Meeting of the Board of Directors

After Annual Meeting

Feb. 2, 2017

Dennis opened the meeting at 6:35pm. In attendance were Dennis Stengel, George Bradley, Marty Schneider and Amy Scott of RDPM

The Board now consists of 4 members, Dennis Stengel, George Bradley, Marty Schneider and Bob Webster. No volunteers came forward at the Annual Meeting. All three attending Board members agreed it would be beneficial to pursue another homeowner to be on the Board.

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.

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 when all Board Members are present.

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

Meeting adjourned at 6:52 pm.

Marty Schneider, Secretary