

**SERENITY RIDGE OWNERS ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING MINUTES**

**May 10, 2022**

**6:30 PM**

**Via Zoom**

- I. **Call to Order:** The Serenity Ridge Owners Association, Inc. Board of Directors Meeting was called to order at 6:30 p.m. Board Members present were Tom Putnam, President; Jennifer Elsea, Treasurer and Lilia Rodriguez, Secretary. Board Members absent were Iyad Wazwaz, Member at Large and Tim Kiernan, Vice President. There were approximately eighteen (18) Homeowners present. Rhonda Clover, Senior Onboarding Manager and Eric Andrews, Community Manager represented Avenue One Properties.
- II. **Homeowner Input:** Tom Putnam responded to Owner questions and comments. The Landscaping Committee discussed concerns and plans with mulch and dress-up within the community. The ARC Committee discussed the process of handling requests when submitted.
- III. **Guests-**David Graf and Tim Moeller from the Law Offices of Moeller and Graf were in attendance to introduce their company, representatives and provided legal services for the Association as new counsel.
- IV. **Community Manager-** Rhonda Clover, Senior Transition Manager with Avenue One Properties introduced the assigned Community Manager, Eric Andrews whom discussed the recent company name change, transition process and overall what to expect in the coming weeks.
- V. **Approval of Minutes:**
  - a. **Board Meeting Minutes – April 12, 2022:** Jennifer Elsea made a motion to approve the minutes as presented. Lilia Rodriguez seconded the motion. The motion carried unanimously.
  - b. **Builder Meeting Minutes – April 26, 2022:** Tabled
  - c. **Invoice approval-** Discussed notification process needed to Board approvers.
  - d. **Accounts receiveable-** Discussed collection policy.
- VI. **Financial Reports:**
  - a. **April 30, 2022:** Jennifer Elsea made a motion to accept the financials. Lilia Rodriguez seconded the motion. The motion carried unanimously.
  - b. **CD Funds:** Jennifer Elsea presented the various investment options available to the Board for review and consideration.
- VII. **Unfinished Business:**
  - a. **Slope Failure Issues:** Tom Putnam discussed the current status and options as well as process of moving forward being considered by the Board.
  - b. **Insurance Renewal (renews 08/24/2022):** Tom Putnam explained renewal options may be limited as slope issue still on going.
  - c. **Law Electric – Faulty Underground Lateral:** Contract in place and work to be done on May 15<sup>th</sup>.

- d. **Moeller Graf – Flag & Sign Policy:** Pending final document signature.
- e. **Certificates of Insurance (Avenue One Properties):** Avenue one properties is still working on getting their certificate and Rhonda will contact Brett.
- f. **Gate Valve-**Tom Putnam explained there is no leak or needs at this time.
- g. **Landscaping-**Motion by Jennifer Elsea to spend up to \$4200 to apply pre-emergent as submitted. Lilia Rodriguez seconded the motion. The motion carried unanimously.
- h. **Trees-**Motion by Lilia Rodriguez to spend \$100 to remove identified dead trees as proposed. Jennifer Elsea seconded the motion. The motion carried unanimously.
- i. **Additional Unfinished Business (if determined):**  
**Community letter head redesign:** The redesign of the community letterhead Proposed at the March Board meeting is no longer on the table.

VIII. **New Business:**

- a. **Playground Equipment:** This item is in process, specialist services may be required to complete work.
- b. **Avenue One Properties (Work Orders):** Jennifer made a motion to require 3 bids for charges in excess of \$1000. Lilia Rodriguez seconded the motion. The motion carried unanimously.
- c. **Avenue One Properties (Fee Waivers):** Jennifer Elsea made a motion to permit management to waive late fees and interest one-time per calendar year per household as applicable upon request provided all assessments were paid in full. Lilia Rodriguez seconded the motion. The motion carried unanimously.
- d. **King Soopers (Trash):** Tom Putnam shared updates in working with local authorities and businesses regarding causes of blowing trash and debris throughout the community.
- e. **graffiti Removal:** Management provided scheduling updates, removal work to be completed within the next few days.
- f. **Landscaping Proposals: Tabled**
- g. **Management Agreement:** Rhonda Clover reminded the Board work outside of the management agreement will be billable to the Association for additional services.
- h. **Additional New Business (if determined):**  
**YMCA PROPOSAL:** Tom Putnam presented the proposal provided by the YMCA for Serenity Ridge to become a member on behalf of the Serenity Ridge members. The cost to the Association was too expensive and the Board declined the offer.  
**CONDO LIGHTS/TRASH:** Problem coming from neighboring businesses. Board will look into.  
**ARCHITECT COMMITTEE OVERSIGHT:** Board discussed possible oversight of the committee by two Board members.

**Next Meeting Date:** The monthly MEETINGS are held the second Tuesday of each the month. The next Board Meeting will be held on June 14, 2022 at 6:30 p.m. Meetings will be held via Zoom until further notice.

- X. **Adjournment:** There being no further business, Jennifer Elsea made a motion to adjourn the meeting. Lilia Rodriguez, seconded the motion. The motion carried unanimously, and the meeting was adjourned at 8:37p.m.