

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****MARCH 26, 2001****INTRODUCTIONS**

In attendance for the Board of Directors were David Reed, Michael Monticello, and Mark Bradshaw. In attendance for Management Specialists was Brian Fischer.

OPEN FORUM

Homeowners in attendance were given the opportunity to address the Board of Directors with questions, concerns and suggestions for the community.

CALL TO ORDER

The meeting was called to order at 7:19 p.m.

APPROVAL OF PREVIOUS MINUTES

December 14, 2000 - The minutes were approved as written.

January 9, 2001 - The minutes were approved as written.

January 26, 2001 - The minutes were approved as written.

LANDSCAPE COMMITTEE

It was announced that the Landscape Committee Chairperson, Don Graffis, resigned his position. It was determined that the Board will request volunteers in the next Newsletter. A motion was made to set aside \$50 to purchase seed for the detention ponds. The motion was seconded and the Board voted in approval of this motion. The Board also asked that Brian Fischer from Management Specialists contact Melody Homes about the construction of the sidewalk along Pace.

MANAGER'S REPORT

Financials - Brian presented the Financials to the Board of Directors and answered any questions that they had.

Covenant Violations - Brian presented the Board of Directors with the Covenant Logs and answered any questions they had. It was requested that Brian provide an update to the Board of Directors in regards to 1625 Deerwood Drive.

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OLD BUSINESS

Under-drainage - Decisions regarding the testing of the under-drainage system will be made at a later

date.

Fox Creek Farm Entry Sign - The Board of Directors currently have one bid for the entry sign and any decisions concerning this will be made at a later date.

Election/Quorum Reduction Vote - It was decided that ballots would be mailed out on Tuesday, March 27th with a deadline of April 20th, 2001.

NEW BUSINESS

Land Between School & Community - Questions arose concerning an approximate 8 foot area that lies in between the school property and the association's property. The Association needs to determine who owns that land and what responsibilities there are for that land. It was decided that Brian would receive a bid from Orten & Hindman concerning this legal description.

Muskrats in Spring Gulch - It was decided that Brian would contact the City of Longmont to see if anything could be done concerning this matter.

Community Activity Day - Interest was expressed in spearheading a Community Activity Day. There was discussion of receiving \$500 in funds from the City of Longmont for this community activity day. The Board of Directors will submit an application for those funds.

Detention Pond Trees - It was decided that Brian would contact the grounds company to receive a bid on the watering of retention pond trees.

Executive Session - [Content Removed]

NEWSLETTER ITEMS

There were no newsletter items discussed.

SIGNING OF CHECKS

The Board of Directors approved all invoices and signed all checks.

ADJOURNMENT

With no further items to discuss, the meeting was adjourned at 8:50 p.m.

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****APRIL 26, 2001****INTRODUCTIONS**

In attendance for the Board of Directors were Mark Bradshaw, Karen Kruse, Mike Monticello and Dave Reed. In attendance for Management Specialists were Brian Fischer and Kathleen Lora.

OPEN FORUM

Homeowners in attendance were provided the opportunity to express suggestions, concerns and questions regarding the community. Topics of discussion included:

1. Approved Activity Fund
2. Sidewalk problems
3. Neighborhood Improvement Fund
4. Spring Gulch cleanup

CALL TO ORDER

The meeting was called to order at 7:06 p.m.

APPROVAL OF PREVIOUS MINUTES

The previous minutes were approved as written.

MANAGER'S REPORT

Financials - Brian thoroughly explained the financials to the Board of Directors and answered any questions they had.

Covenant Violations - Brian thoroughly explained recent covenant violations to the Board of Directors and answered any questions they had. Brian provided a copy of the covenant logs to the Board.

OLD BUSINESS

Under-drainage - The Board discussed this issue and indicated that they were leaning towards Option 1, provided by Hydro-Physics. The Board asked that Brian receive additional information from Carl Gallagher in relation to providing individual service to homeowners in Fox Creek Farm. There was also a discussion concerning possible recourse if problems with the system are discovered. It was decided that Karen Kruse will contact Jay Rourke with the City Planning Dept. to pursue this question.

Election/Quorum Reduction Vote - Brian provided the Board of Directors with the final results of the election and quorum reduction vote. He also provided the Board with the written amendment to the

bylaws regarding quorum reduction.

Land Between School & Community - Mark explained this issue to the Board of Directors and it was decided that Dave would get the maps from Don Graffis. These maps will be provided to Karen Kruse and they will hopefully provide a legal description of the area so that ownership and responsibility for maintenance can be determined.

Community Activity Day - Plans for the Community Activity Day are being discussed. Nothing has been decided at this time.

Detention Pond Trees -There was lengthy discussion concerning the planting and removal of trees in and around the detention pond. It was decided that Dave Reed would put together a plan and list of materials to provide to several contractors for bids. Dave will provide this information to Brian Fischer and Brian will pursue bids from contractors.

NEW BUSINESS

Board Positions - The Board decided to wait until Daniel Whitmarsh could attend a meeting before the Board positions would be decided. However, the Board did determine the terms of their positions. It was decided that the following members would serve one-year terms: Dave Reed, Mark Bradshaw, and Daniel Whitmarsh. The two-year terms will be served by Mike Monticello and Karen Kruse.

Signature Cards - No new members were interested in becoming signers on the accounts.

EXECUTIVE SESSION - [Content Removed]

NEWSLETTER ITEMS

The Board requested that the following items be addressed in the next newsletter:

1. Election Results
2. Quorum Reduction
3. Boats and RV's
4. Design Review
5. Mailbox Postings

SIGNING OF CHECKS

The Board of Directors approved all invoices and signed all checks.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 9:00 p.m.

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****MAY 24, 2001****INTRODUCTIONS**

In attendance for the Board of Directors were Karen Kruse, Mike Monticello, Dave Reed and Daniel Whitmarsh. In attendance for Management Specialists were Brian Fischer and Sharon Riggert.

OPEN FORUM

Homeowners in attendance were given the opportunity to address the Board of Directors with concerns and suggestions for the community.

CALL TO ORDER

The meeting was called to order at 7:52 p.m.

APPROVAL OF PREVIOUS MINUTES

The previous minutes were approved as written.

MANAGER'S REPORT

Financials - Brian thoroughly explained the financials to the Board of Directors and answered any questions they had.

Covenant Violations - Brian thoroughly explained recent covenant violations to the Board of Directors and also provided a copy of the covenant logs.

OLD BUSINESS

Under-drainage - The Board of Directors decided that the main system of the Association would be tested by Hydro-Physics. It was requested that Brian Fischer contact Carl Gallagher with Hydro-Physics to request a plan of action and a memo to notify homeowners.

Land Between School & Community - Karen Kruse was provided with the maps of this area and will look into it further.

Community Activity Day - Nothing has been decided at this time. Daniel Whitmarsh will be gathering information.

Detention Pond Trees - Nothing has been decided at this time and David Reed will be gathering information for Management Specialists to request bids

Board Positions - The following Board Positions have been determined as follows: President - Dave Reed, Vice President - Daniel Whitmarsh, Treasurer - Karen Kruse, Secretary - Mike Monticello, and Member - Mark Bradshaw.

NEW BUSINESS

New Community Manager - Brian Fischer introduced Sharon Riggert to the Board of Directors as their new Community Manager effective on June 13, 2001.

Golden Bear Agreement - The Board has tentatively agreed on the drainage proposal put forth by Metropolitan Homes, but will pursue legal advice first. It was decided that Karen Kruse will contact Loura Sanchez at Orten & Hindman. Nothing has been decided regarding the proposed agreement for landscape maintenance and water usage.

EXECUTIVE SESSION - [Content Removed]

NEWSLETTER ITEMS

It was requested that the testing of the under-drainage be addressed in the next newsletter.

SIGNING OF CHECKS

The Board approved all invoices and signed all checks.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:55 p.m.

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****JUNE 28, 2001****INTRODUCTIONS**

In attendance for the Board of Directors were Karen Kruse, Mike Monticello, Dave Reed, Daniel Whitmarsh, and Mark Bradshaw. In attendance for Management Specialists was Sharon Riggert.

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

APPROVAL OF PREVIOUS MINUTES

The previous minutes were approved as written.

MANAGER'S REPORT

Financials - Sharon explained the financials to the Board of Directors. The Board requested she investigate the \$900 March 2001 Grounds Repair charge and the \$200 April 2001 Miscellaneous charge. A report will be made at the next meeting.

Covenant Violations - Sharon reviewed recent covenant violations with the Board of Directors and also provided a copy of the most recent Community Inspection Report.

OLD BUSINESS

Under-drainage - The Board of Directors provided Sharon with corrections to Hydro-Physics representative, Carl Gallagher's memo to be used in notifying homeowners. A question was raised as to whether a contract had been signed with Hydro-Physics. Sharon will check.

Land Between School & Community - Karen Kruse was provided with the maps of this area but had not had an opportunity to look into it further. She will attempt to report at next meeting.

Community Activity Day - Daniel Whitmarsh reported on information he had gathered. Mark Bradshaw offered to gather additional information from SVVSD regarding a possible September event.

Detention Pond Trees - Dave Reed provided information on four alternatives. He will provide additional information at the next meeting. Management Specialist may be requested to obtain bids.

Golden Bear Agreement - Karen Kruse agreed to obtain legal advice on the draft, before the Board makes a decision.

NEW BUSINESS

20-Year Reserve Plan Update - The Board made a decision to pass at present. Sharon is to provide information that may guide them in their future consideration.

EXECUTIVE SESSION - [Content Removed]**HOMEOWNER ISSUES**

Discussion was held by the Board.

WEBSITE ITEMS

The Board discussed the possibility of changing the Website Forum to a Q & A board. Perhaps replying to every e-mail could be eliminated. The board prefers to utilize the Website as a positive and informative communication source for homeowners. The possibility of posting of Board of Directors Minutes was suggested. Mike will look into revamping; he believes it is feasible.

NEWSLETTER ITEMS

It was recommended that the length of ACC requests (one year) be published in the next newsletter, as well as information on the under-drainage testing.

SIGNING OF CHECKS

Checks were not signed at the meeting. They had previously been presented for signature.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 9:00 p.m.

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****JULY 26, 2001****INTRODUCTIONS**

In attendance for the Board of Directors were Karen Kruse, Mike Monticello, Daniel Whitmarsh, and Mark Bradshaw. In attendance for Management Specialists was Sharon Riggert.

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

APPROVAL OF PREVIOUS MINUTES

The previous minutes were approved as written.

OLD BUSINESS

Under-drainage/Hydro-Physics Test - The Board approved the agreement with Hydro-Physics.

Mike Monticello signed the agreement for the Board.

Land Between School & Community - Tabled until the next meeting.

Community Activity Day - Mark Bradshaw reported he'd been in touch with the school district.

Sunday afternoon is available. The charge would be \$60 use fee plus utilities. The school requires an insurance policy would be needed to cover the Association and the school district.

Sharon will check with Farmers Insurance, as she believes the current homeowner's policy covers this type of event.

Detention Pond Trees - Tabled until next meeting.

Metropolitan Homes (Golden Bear) Agreement - Karen reported nothing should be done until an agreement is made. She indicated an agreement is being prepared and further discussion could be held at the next meeting.

MANAGER'S REPORT

Financials - Sharon reviewed the current financials with the Board of Directors. The Board requested she investigate the \$900 March 2001 Grounds Repair charge and the \$225.31 postage, and \$95.00 Miscellaneous amounts listed on the cash flow analysis for June 2001.

There were no questions from the Board regarding Sharon's July 19th Manager's Report. A homeowner asked about the mowing of grassland. Sharon referred to her Manager's Report and explained the native

grassland mowing was to begin May 15th with mowing thereafter every three weeks according to the contract. Kerry of Green Pastures indicated he mowed two times in May and early June. Sharon explained on her June 17th inspections the native grass appeared quite high. Kerry indicated he was scheduled to mow again July 24 and 25. At that time he plans to have some weed spraying done to the native grass. He stated he was repairing and resetting leaking valves as he is working in the area. Everything is not repaired to date and will not be billed until all valves are checked and repaired.

The homeowner questioned the contract with Kerry and his performance. Sharon reviewed the native grass mowing area of the contract. She indicated that it is the time of the year to renew grounds contracts. MSI has prepared new grounds agreements. The native areas contain new cutting heights, and the board has the right to change the contract to meet the association's needs. Sharon suggested she bring, to the next meeting, the new contracts for distribution to the Board so they could be reviewed for further consideration with the current contractor or for solicitation of bids to others contractors

NEW BUSINESS

Questions and Answer Session - Homeowners present discussed plans for the new developments in the neighboring areas. Open space was also discussed. A homeowner recommended that the Board contact the Director of Open Space for the City of Longmont to let them know of Fox Creek Farm's intent with reference to open space.

Homeowner Issues - Homeowners were present from Aspen Wood Lane. They questioned the shed being erected at 1516 Aspenwood Lane. Karen recommended Sharon check the report at her next inspection and issue a violation for no architectural control approval prior to construction.

EXECUTIVE SESSION - [Content Removed]

NEWSLETTER ITEMS

1. Status of testing the under drainage.
2. ACC's are good for one year.
3. Recommend neighbors call Community Manager with violations in their community.

SIGNING OF CHECKS

Checks were not signed at the meeting. Sharon will send to the Board for signature.

ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****August 23, 2001****INTRODUCTIONS**

In attendance for the Board of Directors were Karen Kruse, Mike Monticello, Daniel Whitmarsh, Mark Bradshaw, and Dave Reed. In attendance for Management Specialists was Sharon Riggert.

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

APPROVAL OF PREVIOUS MINUTES

The previous minutes were approved as written.

OLD BUSINESS

Land Between School & Community - Tabled until the next meeting.

Community Activity Day - A decision was made to hold the meeting either 9/29 or 9/30/01.

Sharon will check with the school district to see if 9/29, noon-4PM is available and make arrangements for reservations. Mike Monticello will publish information in the newsletter. RSVPs will be directed to Sharon and to the web site, in an effort to get a headcount for food preparation. Grills will be rented; Dan has prices. Service organizations will be invited. Sharon will contact fire, police, Our Center and Longmont Hospital. She will get a list of service organizations to provide to Board Members for additional consideration. Sharon will order nametags for the event. Sharon will work with the school and Farmer's Insurance to provide insurance coverage verification. Volunteers will be asked to assist in preparation and serving, as well as cleanup.

Detention Pond Trees - An interest poll will be published in the newsletter. Dave will check to see what can be done on a \$2,000 amount.

Metropolitan Homes (Golden Bear) Agreement - Karen reported the attorney is preparing an agreement. Tabled until next meeting.

Villages at Eastgate - The Board would like to meet with someone from the City Council. This meeting may be delayed. Information on re-zoning will be added to the newsletter.

QUESTIONS AND ANSWERS

Homeowners present at the meeting brought up questions regarding the grounds contract and

rezoning issues related to the Villages at Eastgate development. Neighborhood Grant Money from the City of Longmont was suggested as a possibility for improving the community. Pocket parks were all recommended as improvement to the sub-division. Considerable discussion was held on these subjects

as well as other related issues.

MANAGER'S REPORT

Financials - Sharon reviewed the current financials with the Board of Directors. The Board approved the financials, as they were prepared.

Taxes - Sharon assured the Board that the Accounting Tech has verified that taxes have been paid.

NEW BUSINESS

Grounds Maintenance Bids & Contracts - Sharon handed out the updated Management Specialists' contract format. The board will review on September 6 and get changes/additions/deletions to Sharon so bids may be solicited for October renewal or for awarding to a new contractor.

Board members were concerned regarding the current contractor's performance of native grassland mowing. Sharon advised the Board to review and revise the current information in the new contract forms, so bids could be obtained for proper mowing guidelines. In addition, the Board wishes to withhold funds from the September billing when it is submitted by Green Pastures for payment. They believe the correct number of mowing this season have not completed.

EXECUTIVE SESSION - [Content Removed]

NEWSLETTER ITEMS

1. Status of testing the under drainage and HydroGraphic's mailing
2. ACC's are good for one year.
3. Recommend neighbors write Community Manager with violations in their community.
4. Community Activity Day announcement
5. Detention pond tree poll
6. Rezoning information

SIGNING OF CHECKS

Checks were signed.

ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

FOX CREEK FARM MASTER ASSOCIATION, INC.

Board of Directors Meeting

September 27, 2001

Longmont Library

AGENDA

Introductions

Call to Order

Approval of Previous Minutes

Old Business:

- Hydro Physics Report by Carl Gallagher

The following items are to be tabled until next meeting:

- o Land Between School & Community
- o Community Activity Day
- o Detention Pond Trees
- o Golden Bear Agreement
- o Villages at Eastgate

New Business:

- o Grounds Maintenance Contracts

Manager's Report

Financials

Questions/Answers - Open Forum

Executive Session

Newsletter Items

Adjournment

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****October 25, 2001****INTRODUCTIONS**

In attendance for the Board of Directors were Karen Kruse, Mike Monticello, and Mark Bradshaw. In attendance for Management Specialists was Sharon Riggert.

CALL TO ORDER

The meeting was called to order at 7:00 p.m., and was held at Fall River Elementary School.

APPROVAL OF PREVIOUS MINUTES

The previous minutes were approved as written.

OLD BUSINESS

Hydro Physics Report dated 10/15/2001 - Carl Gallagher provided a report bringing the Board up-to-date on his findings. No City of Longmont department has done any inspections or sign-offs of the under drain system. Since the system is privately owned, they don't inspect it. This information was received from the Building Inspection and Water/Wastewater departments.

Rocky Mountain Consultants, the engineering firm that designed the under drain system indicated that only water from Fox Creek Farm development was to be collected by the system. In their opinion, if there is water flowing through Fox Creek, there was a change to the plan, which they were not aware of.

Carl Gallagher believes through his investigation that the under drain lines run parallel to and within the same trench from the street to the home as the sanitary sewer lines. Although the under drain line does not extend all the way to the foundation, the trench (and sanitary sewer line) does. At the foundation of the home the trench intersects a similar trench with the perforated foundation line surrounded with gravel. The gravel provides a path for any water collected in the foundation drain to reach and enter the lateral line. The sound introduced into the lines by Carl

apparently could not penetrate the gravel and therefore could not be heard in the sump pit area to confirm the connection. Carl recommends the Board contact Anna Lee Zimbleton of Melody Homes to determine if this was the concept followed.

Since Carl could not verify connections to the main line, he intends to refund all charges to the four homeowners whose lines he attempted to verify. He will also send letters to fourteen homeowners whom he put on hold pending completion of his study. He recommended the Board prepare another article in the newsletter to inform homeowners of the findings.

Mike Monticello took the action item to contact Anna Lee Zimbleton of Melody Homes.

The HydroPhysics billing for work completed was approved for payment.

Land Between School & Community

Mark Bradshaw reported there is no use of the field between the school and Fox Creek Farm and the City states it is going away - junk is to be removed and area to be regraded.

Metropolitan Gold Bear Agreement

Karen reported no agreement has been discussed with Metropolitan. Karen recommended if anyone calls from Metropolitan Homes, they are to be referred to the Orten & Hindman Attorney, Lauren. No agreement has been established, and Metropolitan should not be tapping into Fox Creek Farm Lines, nor be doing any landscaping, etc.

Detention Pond Survey

Additional surveys are still trickling in. Sharon was directed to deliver them to Dan Whitmarsh for further review and compilation.

Community Activity Day

A guest homeowner questioned what happened with the planning for September Community Activity Day. Mark Bradshaw explained due to complications of timing and making reservations, etc., it has been tabled for review again next year.

Villages at Eastgate

A homeowner present at the meeting opened discussion. Mark Bradshaw explained the Board's position/involvement in the rezoning issue.

NEW BUSINESS

Grounds Maintenance Bids & Contracts - Sharon reported she expects bids to be turned in by Monday, October 29 and will deliver to Karen's home so the Board may set a date to meet and review.

Sharon was requested to contact the City to see if snow maintenance is required along Pace as well as the walkway along Spring Gulch. This information needs to be included in the bids.

At this point in the meeting, homeowners asked some questions regarding the current contract and performance of the contractor. Mike Monticello indicated the September payment was being withheld, and he would be calling Green Pastures to negotiate an amount to be withheld from the check.

The Board also requested the \$597.50 check be held, for diagnostic investigation of irrigation system along Pace Street. They requested Sharon call Green Pastures and ask for a written report on the investigation before they pay the bill.

Discussion was held and homeowners suggested a Quality Control Committee for the future, to determine if the chosen contractor for 2002 performs as expected under the terms of the contract.

Homeowners, Joe Richards and Jim and Mary Armstrong showed an interest in being a part of such a committee. It was also recommended by a homeowner that a Default Clause be placed in the contract stating some type of penalty for non-performance.

MANAGER'S REPORT

Financials - Sharon reviewed the current financials with the Board of Directors. The Board approved the financials, as they were prepared.

Sharon was requested to ask the Accountant what the \$226.35 August charge for Grounds Improvements covered and report back to the Board.

The Board authorized Mike Monticello to withdraw the CD at First Community Industrial Bank, expiring 11-01-01, in the amount of \$33,954.33, for deposit into a new bank with a higher interest rate.

EXECUTIVE SESSION - [Content Removed]

NEWSLETTER ITEMS

1. Opening for Board of Directors Member
2. ACC's are good for one year.
3. Recommend neighbors write Community Manager with violations in their community.
4. Detention pond poll results
5. Melody Homes' request to re-issue statement regarding landscaping along Pace

ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****November 15, 2001****INTRODUCTIONS**

In attendance for the Board of Directors were Dan Whitmarsh, Karen Kruse, Mike Monticello, and Mark Bradshaw.

CALL TO ORDER

The meeting was called to order at 7:00 p.m., and was held at Fall River Elementary School.

APPROVAL OF PREVIOUS MINUTES

Minutes were not approved, but will be reviewed at the December 27 meeting. Sharon Riggert, Community Manager, was involved in a car accident and the Minutes were not delivered as usual to the meeting. Sharon prepared minutes from this November 15 meeting via information provided in a phone call from Karen Kruse.

OLD BUSINESS**Under drain Resolution**

Mike Monticello will be working with Melody Homes to determine how the under drains are set up at the homes in Fox Creek Farm Master Association.

Metropolitan Gold Bear Agreement

Karen reported on November 12 faxed communication had been made with Orten & Hindman's

Suzette Rodriquez regarding the proposal agreement, but as of the meeting there was no response.

Detention Pond Survey

The results of the Detention Pond Survey will be published in the December Newsletter. Dan reported that the majority of homeowners prefer to do nothing additional, except to simply keep them mowed. The Board of Directors plans to participate in the Longmont City Neighborhood Resource Program to assist in improvements, and plans to submit an application January 4, 2002.

NEW BUSINESS**Approval of St. Vrain School District**

The Board reviewed a written request from Cody Hovendick, Construction Project Manager,

St. Vrain School District. The School District is constructing an 8-foot wide concrete path to adjoin the

existing Spring Gulch path, allowing children walk-ins, now that the underpass at 17th Avenue is completed. They requested permission to cross several lineal feet of greenway between the school property and the edge of the existing path. They also requested the sprinkler system be winterized as soon as possible to allow placement of the new concrete path. The School District ensured the Association in their communication that they will repair and/or replace any damages that may be incurred to the Association's irrigation or other greenbelt improvements from the installation of the new path. The Board approved their proposal dated November 1, 2001; and Karen authorized Sharon to prepare and sign for the Board a memo of acceptance to do the work.

Grounds Maintenance Contract

2002 Grounds Maintenance, Fertilization, Weed, Insect, and Snow Removal contract was approved by the Board and awarded to Belmire Landscape Maintenance, Inc.

MANAGER'S REPORT

Sharon was absent from the meeting. There was no Manager's Report presented.

EXECUTIVE SESSION - [Content Removed]

NEWSLETTER ITEMS

1. Opening for Board of Directors Member
2. Design Review Requests – good for one year
3. Detention pond poll results
4. Melody Homes' request to re-issue statement regarding landscaping along Pace
5. Notice of Budget Ratification Meeting

ADJOURNMENT

The meeting was adjourned approximately 9:00 p.m.

FOX CREEK FARM MASTER ASSOCIATION, INC.**BOARD OF DIRECTORS MEETING MINUTES****December 27 , 2001****INTRODUCTIONS**

In attendance for the Board of Directors were Dan Whitmarsh, Karen Kruse, and Mike Monticello. Sharon Riggert of Management Specialists, Inc. was also in attendance.

CALL TO ORDER

The meeting was called to order at 6:30 p.m., and was held at Longmont Library

APPROVAL OF PREVIOUS MINUTES

Minutes of the October 25 and November 15 Board of Directors' meetings were accepted as prepared. The Board also reviewed the December 19 Budget Ratification minutes and approved as prepared.

OLD BUSINESS**Under drain Resolution**

Sharon Riggert was asked by the Board to contact Melody for a schematic of the under drain system of the Association.

Metropolitan Gold Bear Agreement

Karen will contact Metropolitan. A copy of the Associations' proposed agreement has been faxed to Metropolitan.

St. Vrain School District Agreement

The Board requested Sharon check into a small portion of unfinished sidewalk that could cause a safety issue, to see when it would be completed, per the Association November 29, 2001 agreement with St. Vrain School District to perform work on the pedestrian path at Fall River Elementary School and Spring Gulch areas.

NEW BUSINESS**Volunteers for Board Position**

Association members, Jim Armstrong and Larry Trevaskis presented their individual credentials to the Board for consideration of the Board of Director's position that is open due to Dave Reed's resignation. The Board will review the candidate's information. The individual chosen and appointed by the Board to fill the vacancy will complete Dave's one-year term through April 2002.

The Board also instructed Sharon to write the two volunteers who are interested in becoming Architectural Committee Members, requesting them to submit their acceptance to Sharon.

Meter at Red Oak

Mike will provide Sharon with a Claim # with Qwest. She will then contact and present a bill from the Association, based on Belmire's Invoice dated 12/10/2001, Invoice #1535, for charges which need to be reimbursed to the Association by Qwest, due to damage to irrigation system.

The Board also asked Sharon to verify with Belmire Landscaping that they have lowered the snow removal charges, per the Board and Belmire's conversation that this would be done if Belmire received a bid from a neighboring association, which would lower his fees.

QUESTION/ ANSWER - Open Forum

A homeowner present at the meeting requested the Board to reconsider the temporary basketball backboard storage behind the fence during October 1 through February 28.

MANAGER'S REPORT

Sharon with the Board reviewed Financials. They requested that Management Specialists, Inc., not charge them for a Budget Ratification Meeting in December since Sharon was unable to attend the November Board Meeting. Sharon assured them she would check the January billing, and would be sending the proper information to the accountant who prepares meeting expenses, to insure a charge will not appear for an extra meeting in December. (The Board also held a December 17 meeting, which is part of the Association's contract.)

The Board asked Sharon to provide copies of the new 2002 Ratified Budget for all Board Members.

EXECUTIVE SESSION - [Content Removed]**NEWSLETTER ITEMS**

1. Design Review Requests - good for one year
2. MSI Emergency #303-420-4433, after hours
3. Board Members' names, addresses and phone numbers

ADJOURNMENT

The meeting was adjourned approximately 8:30 p.m.