

Oakridge Village II HOA Board of Directors Meeting
Tuesday, February 12, 2019

Board Members Present – Jim Cook, Bill Bohlen, Linda McGlothlin, Jan Harvey, Roger Sherman, Susie Kiesling

The meeting was called to order by Jim Cook, acting President, at 7:05PM.

Approval of Minutes

The minutes of the January 12, 2019 Board Meeting Minutes were approved as submitted.

Annual Meeting Minutes

The third draft of the January 29, 2019 Annual Meeting Minutes were distributed and discussed. Edits will be sent to Jan. Once all changes have been submitted and approved the final draft of the minutes will be posted on the website.

Board Positions

The Board members decide, amongst themselves, what positions they choose to hold for the next year.

The responsibilities of the Landscape VP position includes current landscaping (hiring and overseeing landscape contractors), landscape changes that will be designed and implemented by the Landscape Change Committee, and overseeing the irrigation system, which the HOA will now be self-monitoring.

The Board decided it would be prudent to place landscaping and irrigation under the management of two different Board members. Because Chad is already working with the irrigation system, he will be asked to serve as the VP for irrigation system / sprinklers. If Chad agrees, the Board positions will be:

President – Jim Cook

Vice President – Bill Bohlen

Secretary – Jan Harvey

Treasurer – Linda McGlothlin

Architectural Control VP – Susie Kiesling

Landscape VP – Roger Sherman

Irrigation / Sprinkler System VP – Chad Whisenant

President's Report – Jim Cook

Jim reported that the water to our water taps has always been turned off during the winter, so there have been no water bills in the winter. The City is no longer turning off the water, so we will have some minimum water bills year around.

He suggested that, since the bylaws have been reviewed and were amended at the January 2019 annual meeting, that it would be a good idea to review the covenants and see if any changes need to be made to them at the 2020 annual meeting.

It would be beneficial to the HOA if we can move toward using email addresses as the primary means of communicating with homeowners. This would have a big cost savings for the HOA.

Linda will keep track of how many homeowners pay their dues electronically through Zelle.

Jim brought up the possibility of waiting to close on a loan for additional water allotments until a later date if the AMP (Allotment Management Program) is approved by the City Council. Bill expressed his opinion that it would be better to get the loan finalized as soon as possible because no one knows that could be happening several months from now. The Board agreed on a quick closing.

Currently the HOA rents a mailbox at the Boardwalk Post Office. The mailbox located at the southwest corner of Wheaton & Keenland has box #12, which is designated for 5277 Wheaton (the coathanger open space), available. Jim has inquired with the post office about the possibility of the HOA having use of the 5277 Wheaton box for official mail.

Jim is still trying to get a definitive answer from the City regarding the actual purchase procedure to buy additional water allotments, how that transaction happens and what kind of confirmation the HOA gets.

Treasurer Report – Linda McGlothlin

Checking account balance - \$3,307.42

Savings account balance - \$21,757.08

All of the dues letters have been sent out. A special note was enclosed with the mailing to those homeowners the HOA does not have an email address for, asking for that information.

Linda again thanked Jim for setting up the spreadsheet for all of the HOA financial information.

It is so much easier to use than Quicken.

Linda received a tax form #1120H that the HOA needs to submit. This is the first time we have ever received anything about taxes. The HOA received \$18 in interest this year so that may have generated the mailing. Linda will try and get the information together and complete the required forms.

HOA Committees

- Jim reported that he has received the names of twelve homeowners who have offered to help with the snow removal, irrigation system and the landscape change committees.
- Roger Sherman, will take over as the Board Representative on the landscape change committee.
- Bill Bohlen will be the point person to contact the volunteers on the landscape change committee.

Loan For Purchasing Additional Water Allotments

Susie Kiesling, who works in the mortgage field, will take the lead on securing a loan for the HOA to purchase additional water allotments. Homeowner John Moren will work with her. Susie was asked if the HOA might be better off getting a Line of Credit instead of a standard loan. She suggested a loan because it has a fixed interest rate and might be easier to secure. Some institutions are generally not interested in making loans to HOAs because they don't have any collateral except their dues and savings. Susie and John will try and have everything in place by July 1.

Annual Meeting Minutes

The third draft of the annual meeting minutes have been distributed to the board members. The board was asked to send in their edits to Jan. As soon as a final draft is approved by the board it will be posted on the website, pending final approval by the homeowners at the 2020 Annual Meeting.

Landscape Change Committee

Roger reported that the committee will work on low water landscape plans with the goal of having them completed and reviewed by the homeowners. It's especially important that homeowners with lots adjacent to the test plots be on board with all suggested plans. If the City Council passes the AMP, (Allotment Management Program), the HOA will need to have plans ready to submit for approval.

The committee will also be working on a master 3 – 5 – 7 year plan.

Susie asked if other HOAs in our situation have been contacted. They have been. One of Roger's business partners is working with the Oakridge 7 HOA on designs for the large park at the east end of Keenland.

Architectural Control Committee

Chad was not at the meeting, but Jim reported that he was not aware of any open ACC issues. Homeowners are reminded that any changes to the exterior of a home, or on the property (both front and back) must be approved by the ACC. The adjacent neighbors must also approve any changes.

The paint policy is posted on the website. No approval is needed if a home is being repainted its existing color.

Snow Removal

Several volunteers have offered to help with snow removal. The goal is that the HOA will no longer need to budget for this job.

Jim purchased a brand new snow blower on Craig's List for \$200 for HOA use. He might get reimbursed for it and it would belong to the HOA, or he might keep it as his own and loan it out for HOA use.

The Cooks have been paying their sons when they help clear snow from the HOA space. Jan questioned if there was a way for Jim and Kristi to be reimbursed for this expense. There doesn't appear to be.

Attorney Report

Jan reported that the attorney the HOA has been working with reported that the City maintains that they are legally within their rights to charge us the current rate for additional water allotments instead of the rate we would have paid if we had received the initial notice of the increase.

The attorney said to pursue this further, and look into the validity of the water permit from 8-21-88 that says "surcharge NO", would be very costly. To date he has not charged the HOA.

The Board agreed not to pursue the matter any further with an attorney at this time.

If anyone is interested in doing research, Jim suggested doing an open records request to see how many other commercial properties purchased water allotments prior to our HOA being notified, and review other water permits issued around 8-21-88 to see if any of them were marked "surcharge NO".

Fence Policy

The Board needs to move forward in establishing a neighborhood fence policy.

Bill will work with Chad in coming up with a proposal.

They will address the possibility of establishing a minimum distance between fencing and the sidewalks, and looking into possible height restrictions on future fencing that is adjacent to sidewalks.

Home Sale Fees

Currently there are three potential fees that can be charged by the HOA when a home is sold.

1. Transaction fee
2. Status request fee – when information is requested on a given property. This usually averages around \$50.
3. Capital reserve fee – this goes into the HOA account. Oakridge II currently charges \$300 per sale.

With all of the budget changes our HOA has been dealing with, Bill moved that we table any discussion on Home Sale Fees until next year. Jim seconded the motion and it was approved.

Neighborhood Enhancements

Jim noted that the mailboxes in our neighborhood need some sprucing up. The original developer purchased these boxes. Jim has been told that if they are ever painted or replaced it will be the responsibility of the HOA. Replacing the boxes would cost approximately \$1,000 a box. Jim is looking into the possibility of the HOA painting the existing boxes.

Primary HOA Contact Information for Homeowners

In an effort to save money on mailings, there was discussion on using email addresses as homeowner's primary contact. Currently there are six that the HOA does not have email addresses for. We will work on securing the missing addresses.

The meeting was adjourned at 8:55PM.

Respectfully submitted,
Jan Harvey