

# Oakridge Village 2 HOA Board of Directors Meeting Minutes

Meeting Date: Monday, May 2, 2023

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- The meeting was called to order at 6:35pm
- Board members present: Zaid Abdo, Sara Belmont, Bill Bohlen, Rod Bowman, Brittany Delmonico, Camille Susemihi
- Location: 5243 Wheaton Drive, Ft. Collins, CO

## General

- Meeting minutes from March 27<sup>th</sup>, 2023 were approved

## Xeriscaping and landscaping policy:

Rod introduced the general policy available in a document on google drive. The board of directors will provide comments and edits online. A special meeting is set for Wednesday May 17<sup>th</sup>, 2023 at 6:30pm to discuss and make a decision. If approved, this policy will be sent to the HOA's legal council for review.

Discussion highlighted the need to: 1) provide specific and concise guidelines and minimum requirements for xeriscaping and landscaping that can be mandated and enforced; 2) possibly request applicants provide different xeriscaping/landscaping design options and require showing the final design at maturity; and 3) have the policy document be self-contained with minimum reference to the city's guidelines.

A spreadsheet has been created on google drive and is being filled out with outstanding ARC's requests and follow-ups.

## Enforcement, collection and meeting policies.

Sara provided a revised enforcement document. After review, the board agreed to switch the order where requesting a hearing comes before the mediation process in the new revised policy. The board also agreed to add the step-by-step procedure for reporting a violation—discussed in the Feb 27<sup>th</sup>, 2023, meeting—to the current policy. It was noted that if there is a health and hazard violation the HOA can fine without limit until the violation is corrected. Sara will continue editing the current policy with aim to provide another draft by end of May.

Sara will specifically ask legal-council to clarify what the needed changes would be regarding our meeting policy and the board voted in agreement.

## Insurance policy that the HOA has with State Farm, increased by 4%.

Camille read and discussed the policy with an insurance agent. Based on the ensued discussion, it was determined, and agreed upon by the board, that the current coverage is sufficient. The board voted unanimously to also approve a fidelity coverage with a \$100 per year premium.

It was noted that there is no insurance to cover any accidents associated with volunteers, or board members, for shoveling snow or other volunteer activities on the common areas. Snow shoveling and clearance discussions were tabled till August.

**Interest and assessment of late fees**

Camille also confirmed that the HOA can assess interest up to 8% and can assess late fees on dues and unpaid violations.

**Fence policy.**

Fence policy was tabled to another time.

**The board agreed to electronically discuss and share the above policies if any needs to be shared prior to next meeting.**

**Other business.**

All fees were collected.

**Agenda and actionable items for next meeting:**

1. All board members will continue working on a xeriscaping and landscaping policy. This will be discussed in the special meeting on Wednesday May 17<sup>th</sup>, 2023, at 6:30pm
2. Sara will continue working on enforcement, collection and meeting policies.
3. Brittany and Bill will work on fence policy.
4. The board agreed to electronically discuss and share the above policies if any needs to be shared prior to next meeting.

Next meeting will be decided during the special meeting. Special meeting will be Wednesday May 17<sup>th</sup> at 6:30 pm location 5331 Wheaton Drive

Meeting adjourned at 8:30pm