

# Oakridge Village 2 HOA Board of Directors Meeting Minutes

Meeting Date: Wednesday, September 15, 2021

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- The meeting was called to order at about 6:30pm
- Board Members Present:  
Sara Belmont, Bill Bohlen, Jim Cook, Chad Whisenant, Mike Winchell

## General

- Meeting minutes from June 9, 2021 were reviewed. Jim moved that the minutes be approved. Members approved.
- Reviewed meeting minutes from September 1, 2021 special board meeting called to formulate written response to the Connors letter requesting HOA assistance. Jim had spoken earlier in the day with Brock Fiedler, and so far no responses have been received from the Connors by either the Fiedlers or the HOA. Jim wanted to review the meeting minutes more closely before moving to approve. Board discussed whether to follow-up with the Connors and it was decided to let the Connors initiate any further communication.
- Board members discussed documenting meeting minutes and how that is relayed to those in the HOA and on the website. Designating a board member to track and file important communications is deemed necessary.

## Architectural review

- Chad stated that he and Roger have received two significant yard landscaping modification requests. The neighbors had many questions. Overall, the designs look good and they've hired someone to do landscaping, but they are awaiting HOA approval. One is a major redesign that will require more review. Another is not set to start until Summer 2022, which the board agreed approval should be delayed since so far in advance and also a major change.
- Jim asked for board feedback regarding xeriscaping per Chad's request. Landscaping right now only specifies that it be first grade materials and harmonious with the rest of the neighborhood. Apparently, the City is pushing for xeriscaping to help conserve water and giving grants for such projects. Jim suggests at least 50% vegetation be required in a front yard area. Jim would vote no for a completely xeriscaped yard, meaning no vegetation. Mike suggested the matter requires more research. We do want to maintain a look and feel for the neighborhood that remains harmonious. Chad will reach out to the Fort Collins neighborhood people to get more feedback and guidelines for the grants. Further research will be needed before moving forward and approving any xeriscaping.
- Chad will send out a rejection to both yard requests for now because there were details in the plans conflicting with current HOA Guidelines.
- Guidelines that should be enforced and stated in ARC Request Form should include the following: no materials be stored on the road, trash must be placed in trash bins and not

on the street, contractor machines cannot be allowed on the street longer than 24 hours, contractor portable toilets will need approval, as well as what areas a contractor will need to access to complete work and what type of machinery and equipment is needed.

- Revision of the ARC Request Form should be done to include the preceding information.
- John Moran emailed back and indicated that he has accepted Chad's response regarding his complaint about his neighbors planting the trees. Chad thinks that the issue is over. The board agrees that neighbors cannot dictate what is going on in a neighbor's backyard simply because it restricts their view of mountains.
- The HOA has set a precedent that neighbors should talk to one another about any changes to the exterior of their homes, as indicated on the ARC Request Form, but neighbors do not have to get full approval from the neighbors for plans that are approved by the HOA.

### Landscape maintenance

- Jim suggests a neighborhood HOA work day be added to the calendar. Some of our younger trees need fertilization per The Davey Tree Expert recommendation, and trimming/pruning to reshape after freeze damage last Fall.
- Also, minor landscaping projects around the common area still need performed. Earlier in the summer, Jim tried to get both Lindgren and another company to provide a quote and do the work, but neither produced. Many landscaping companies are having trouble acquiring a necessary labor force and it is becoming difficult to contract work that is being done properly and consistently maintained.
- Jim, Bill and Mike said they would be able to volunteer on a Saturday to help with a neighborhood workday. October 9<sup>th</sup> works for most board members. Sara will be unable to attend. Jim suggests 8:30am start time. Chad is also unsure if he'll be able to attend. Jim anticipates around 3-7 volunteer homeowners will show up to help if an email announcement is sent out prior.
- TreeWorks has been commissioned to perform 3 to 4 preventative maintenance tree trimmings per year. A crew for the entire work day currently costs \$1700. They have already been on site twice, completing the areas behind Jim's house and then the coat-hanger. It will take at least two more visits to rotate through our entire common area. We need to confirm when next visit is scheduled.
- Jim suggests we need more help on HOA with the following: tree maintenance, irrigation, and native grass areas, especially if a Phase 2 is pursued. Each of these areas could use a separate person responsible for them.
- How we document and maintain notes for future reference, especially if the topic or decision is precedent setting, is something to be discussed for later. Somebody needs to be clearly responsible for HOA documentation.
- How do we want to reinforce yard maintenance and follow up with that as a board? Creation of an active enforcement committee is still pending.
- Jim suggests a verbal polling for xeriscaping in the neighborhood. Board members should reach out to neighbors for input.
- Water usage—Jim provided updated charts and predicts that we will exceed our 10-year average this season for both the Wheaton and Keenland taps. It has been another hot and relatively dry season. Lindgren is managing the system this year and is not properly

incentivized to minimize water usage. It was late June before they even started inquiring about the ETWater controller programming. Since we received the temporary waiver, we will not get surcharges this year, but such usage will cost thousands of additional dollars next year. If we are not on top of managing our landscape contractor, we will end up paying more for water.

- Ash tree treatment—Davey has tagged our trees with numbers and we received their invoice that lists the tree numbers actually treated. A map will be needed to show which trees are not being treated, as well.
- The Holdgates intend to reimburse the HOA for the Save-A-Tree contractor damage to our irrigation system water line. The \$697.86 repair invoice has been provided by Lindgren. Bill is handling the follow up to this issue.
- Turf conversion—Lindgren should have adjusted sprinkler rotors along native grass conversion area edges to only cover the turf areas. Bill will check that the changes were made.
- Native grass area needs to be mowed at about 10 inches in height shortly after first hard freeze.
- Turf conversion, Phase 2—Jim does not recommend moving forward with the next conversion unless we receive a grant to pay for at least 50% of it, and somebody steps up to take ownership of managing the effort. Grant applications and processing may be more work than the HOA has time to complete. A portion of the area back behind Bill's house along the golf course was previously recommended for Phase 2 conversion to native grass, but it will require more work and homeowner polling to confirm. Grant applications for the project will need to start next month, if it something we want to go through with in 2022.

### Finances

- Dues for 2021 have been paid by all neighbors as previously reported.
- Cost of renewing the website is more than originally budgeted. Jim asked if there is any interest in website maintenance among the board.
- \$9,321 has already been spent on tree pruning, which is over the planned budget for the year. Substantial storm cleanup was needed, and now preventative maintenance pruning is ongoing. Expect at least \$1700 more being spent in this area before year-end.
- Sprinkler repair is under budget by about \$2,000. Native grass maintenance is under budget.
- Utilities will finish at least \$3,500 over budget this year; it would be much higher without the water surcharge waiver we are receiving this year.
- Jim initially indicated that about \$10,000 may be placed in reserves this year, but then remembered that outstanding payments to both Lindgren (annual contract paid monthly) and Davey (\$4370 for ash treatment) were not yet considered.
- We will need to discuss and propose the budget for next year at the next board meeting.

### Other business

- Chad proposes sending out a list of roles and responsibilities that are open to see which members can take on more responsibilities. This should be sent out before the budget

meeting so we have an idea of who is managing which budget item and how we plan to allocate money for next year. Some committee roles may need more help than the current HOA board members are able to provide. Reaching out to the community may be necessary to receive the help needed to keep the HOA running efficiently. If the HOA cannot get additional help with the current roles that some members are overloaded with, then it may need to be eventually paid for by an outside source.

- Enforcement committee should be active and keep neighbors in compliance with the CCRs.
  - Bill is keeping on top of the golf course water table issues and their planned irrigation system reconstruction project. Chad will pass a name on to Bill to follow up with in regards to who is in charge of that area at the golf course.
  - Mailboxes—HOA is responsible for mailbox maintenance, and the bank boxes may cost about \$1000 to replace if needed. P.O. BOX rental renewal fees are higher than anticipated. Jim suggests possibly using a mailbox slot instead to save money.
  - Jim asked Chad to prepare a summary of ARC request quantities for the past 2 years.
  - It was agreed to table the completion of any new written policies and handle potentially controversial ARC requests on a case-by-case basis. Documentation should be maintained for any decisions that are precedent-setting.
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- Next board meeting proposed for Wednesday, December 1<sup>st</sup>.