

6/26/2024. HOA Board Meeting notes

Attendees:

President - Sara

VP – Len (taking minutes)

Treasurer - Camille

Secretary – Absent Zaid

ARCH - Rod

CALM - Bill

Member at Large - Mike

Preliminary new business:

Discussion on recent neighbor communications and home sales in the area

Discussion on flagpole concerns and knowledge of related ordinances

Gmail admin communications cleaned up and recommendations on how to simplify.

Len (VP) to work with Zaid on new VP gmail address.

General Agenda:

Call to order - 6 in attendance as listed above

Treasurer:

Treasurer presented the financial reports through June noting that all dues were collected with 4 homeowners owing late fees and one owing late fees and interest. It was recommended that the due date be changed to March 1st versus March 1st with a 30-day grace period to encourage homeowners to pay timely. Also recommended increasing the amount of the late fee. Board to review. About 33% of homeowners pay dues in Jan, another 33% in Feb, and the rest in March. About 15 homeowners required multiple reminders.

Expenditures are either at or below budget through June and there is approximately \$84,000 in cash deposits of which \$31k is in the reserve account.

One house is for sale on Wheaton and the Treasurer will reach out to the realtor for new owner information and acknowledgment that Oakridge is a covenant community and provide information on how to access the covenants.

The Annual Report for the State of Colorado has been filed and the Treasurer is listed as the agent of record. The PO Box rental at the Post Office has been renewed. The cost is now \$200.

Mike – Question on file Notice of Beneficiary - is this applicable? Federal system that might be associated with select HOAs. FIN Crimes Enforcement Network: Beneficial Ownership Information. Are we a reporting company to fall in the category. There may be no beneficial owner.

CALM: Maint. And Water Update

Homeowner on Wisteria Court residence with fence that damaged to common space area irrigation system damage. Damage repaired. Residence willing to pay for damage (verbal communication). Fence proposal has been submitted to ARCH. May need review of full correction with proposal that encroaches on HOA common irrigation/proximity. Bill to look into dimensions from the City records.

Open Question: How do we manage a situation for similar events in future when homeowners add the fence along HOA common boundaries that risk damage? HOA guidelines hold that any fence is actually on/within owners properties and does not encroach on HOA common space easements.

Bill (CALM) to put together a cost for forward communication to Wisteria home owner.

Watering – Bill has things at max for allotment, but June weather was harsh and we are seeing grass-browning. Zone A needed work to correct. HOA risks \$-issue if we draw higher against allotment. Looking for the HOA Board. Bill agrees to HOLD current wafer draw and mitigate watering. HOA walkthrough recommended in 2-3 weeks to Bill to call. Tentatively target 7/12 – 7:00pm.

Recent wind storm - some common arbor space damage. Bill to review and address.

ARC (Rod) –

General Question: With more issues of properties w/ brown lawn into summer, how do we manage issue of alive vs. dormant/stressed?

General Guideline:

- Start with noticing the problem or issues and reach out to home owner
- Escalate to request for plan with time-line for resolution and plan
- Intermediate step might be to validate the receipt of communication.
- Set timeline for fees and enforcement policy in covenants
- Bylaws would allow HOA to take charge, but the long term ownership needs to be considered before having HOA take such steps

Current best practice as Rod forms a process of communication:

- Keep in communications in email format for the record of items.
- Email format might also be mailed as backup as means to validate communication

With the guidelines and communications we have fair % of response – but need escalation path process for homeowners who are not responding.

1- Landscape policy language

- a. Changes within owners property line information – OWNER needs to show property line against proposal

- b. Aligned with HOA landscape reviews
- c. Contained in property line

2- Tracking LIST of current issues

- a. 5242 McMurry – things are proceeding now. Some projects may take longer and expensive; so long as the owner is progressing work with the home owner.
- b. 5219 Honeylocust Court – Approved
- c. 5213/12 Iris Court – need to verify communication – dead trees
- d. 5219 Wisteria – rental house working on it
- e. 5207 Wheaton – limited response
- f. 5118 McMurry – Property may be between rental – positive response
- g. 5219 Wheaton – edge fencing along south walkway

Meetings to plan for the year:

7/12/2024 – review water situation with CALM

August Tuesday 13th: 6:30 5206 Honeylocust

October Tuesday 22nd: 6:30 5206 Honeylocust

December Tuesday 10th: 6:30 5206 Honeylocust

- Finalize the annual meeting date

Annual HOA Homeowners meeting for 2025 - TBD