



Homeowners Association Board of Directors Meeting Minutes

7-15-2026

1.0 Meeting Information

Meeting Date	7-15-2026
Meeting Time	5:30PM to 7:13PM
Location	311 Hampton Ridge Dr
Attendance	President: Joe Knoernschild Treasurer: Jason Fallon Secretary: Jim Miller
Agenda	Financial Unpaid Member Dues Open Invoices Discuss adding Secretary to Strong Rooms as a backup Recent Pool Bill not part of contractual payment plan Unsubmitted CF Bill, checking on possible error Raising Dues Unpaid Member Dues June 24 Meeting Minutes Approval Pay lawyer to make determination on 2025 Amendment Vote Was on the approved priority list from 1-12-2026 Executive Meeting 2026 Amendments Surveys Get examples from attorney of good bylaws for elections & anything we want changed Project Status Updates Signage Gate Repair Gateway Fiber Install Landscaping Bids Electrical Repair Monthly Post to Facebook summarizing board actions HOA Board Guide

2.0 Attachments

None

3.0 Meeting Minutes

3.1 Financials

3.1.1 Unpaid Member Dues– A Motion to Vote passed & the Vote was 3-0 approving the following:

An executive Sessions was held. Treasurer to provide final list of unpaid members by Friday. President to work with CF to file liens.



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3.1.2 Add Secretary to Strong Rooms as Backup – A Motion to Vote passed & the Vote was 3-0 approving the following:

Board agreed to add Secretary to Strong Rooms to signoff on board approved bills when one of the primary signers is unavailable.

3.1.3 Pool Bill 6-25-2026

The President presented information conveying how the latest pool bill was not part of the contractual payment plan but an additional bill to cover required repairs. Per a discussion with Anna Nicoletti at Pro Pool company, the following is how to look at this bill:

Bill Breakdown	Need to Know	Cost
Stenner Chlorine Injector Stenner Chlorinator Tubing/ft. Stenner Feeder Tube Ladder Bumpers	These are consumable items that need to be replaced yearly	\$133.38
Acid Wash	In Section 1 of the contract. If the pool water from previous year is not salvageable, Pool Pros drains the pool and acid washes the pool prior to filling it back up	Current Contract Stipulates \$1,800
Test Cock Labor - 1 Man - replaced test cock on the back flow preventer	The backflow preventer was found to be damaged and needed replacement	Contract says 1 man hour = \$135
2" Coupling SxS 2" Pressure Tees 2" x 3/4" Bushing 2" Union SxS 2" PVC Pipe Labor - 2 Men - repaired leak in plumbing between the two sand filters	A leak was found the day prior to opening, the day the above was provided and the leak was fixed	\$321.23 Contract says labor for 2 man = \$195

Anna at Pro Pools informed the President that the owner's stance is that small scale repairs, such as these, should be done on the spot and billed to the HOA to ensure the pool runs. If they don't follow their process and instead go back, build a bid, submit to HOA, wait for board meeting and approval, etc., the repairs can be delayed many weeks risking pool closure. The board agreed to allow Pro Pools to continue operating this way as it was firmly believed that members would rather have the pool fixed asap than risk a closure. Pro Pools sends out a list of recommended larger project fixes usually in September. Larger fixes are things such as decking, coping, tile work, etc. The President is working on getting fixes from Pro Pools as they billed the HOA's acid wash and 1-2 man hour rates at the 2026 rates instead of the rates found in the contract.



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3.1.4 CF Bill

The President presented how CF was in the review process on a bill to the HOA for mailing 113 letters in June and emailing around 13 letters. The President reached out to our contact at CF and informed them that in June we had CF mail 13 letters and email 3 letters with the understanding that the emailed letters were free. CF has already responded stating that we are right, they are in error, and they are correcting the invoice.

3.1.5 Raising Dues – A Motion To Table Passed:

The board will continue to perform reviews of past budgets and current budgets to determine if dues need to rise.

Additional discussion around Retention Basin, Common Ground B, water levels were discussed. The number one concern of members surrounding the Retention Basin is ensuring it does not smell, Algae prevention, general pond health. Some members have expressed concerns that the water levels keep going down. Treasurer pointed out that by shooting water into the air, via the fountain, water may be evaporating faster with the high temperatures. It was further pointed out, based on data provided by Cuivre River and IPM, that the cost to run the fountain is more than double the cost of the rest of the neighborhood electricity consumed. Treasurer took an action to research with other companies if there are way to agitate and oxygenate the water without throwing it into the air causing evaporation. Treasurer will report back research at next meeting.

3.1.6 June 24, 2026 Meeting Minutes

Treasurer took action to review last meeting's minutes.

3.1.7 2025 Amendment Vote – A Motion to Vote failed:

The board will not ask attorney to review the 2025 Amendment using the same process used for the lawsuit.

3.2 2025 Amendment Vote – A Motion to Vote passed & the Vote was 3-0 approving the following:

The board will provide documentation of 2025 Amendment Vote situation and request a one our discussion with attorney to ask questions and determine attorney position. Board will vote on next steps, during this meeting and the issuance of a lawyer written letter to the members.

3.3 2026 Amendment Proposals– A Motion To Table Passed:

Board will take actions to assemble a list of categories believed to need revision to prevent issues that arose in 2025 such as handling election ties, election time frames, unelected board members, etc. The President will send agreed to list to attorney requesting copies of covenants from other HOAs that do a good job writing these requirements. Board will work with these amendments trying to massage them into current language. Board will review proposed changes with attorney, setup a meeting with members to solicit feedback and eventually send out for a formal vote.

3.4 Project Status Updates

3.4.1 Signage

Action: Secretary to hang final sign that was redone for free by contractor. Contractor provided free copies of other signs to compensate HOA for damaged in shipping signage.



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3.4.2 Gate Repair:

Action: President will be present Friday July 17, when contractor comes to repair Gate.

3.4.3 Gateway Fiber Install:

Action: President to follow-up with Gateway Fiber to find out when the install will happen.

3.5 Landscaping Bids– A Motion to Vote passed & the Vote was 3-0 approving the following:

This discussion was handled in an Executive Session:

Board agreed to obtain bids from several quality installers. The board also agreed to include in that bid a few feet landscaped, mulch, behind each monument to further prevent damage to the electrical as proposed by the electrician performing the electrical repairs.

3.6 Monthly Status Post to Facebook Vote – A Motion to Vote passed & the Vote was 3-0 approving the following:

The President will provide a monthly summary of board actions on the original Facebook page so that members have more interaction with the board and can see what the board is addressing.

3.7 HOA Board Guide

The President is planning to write a guide for current and future board members that would discuss all pertinent information such as what items in the pool need routine maintenance, how to budget for the pool, how each sign is compliant to County code, etc. The Treasurer proposed including in this guide a better breakout of what is expected of each board member as well as how much time each board member should anticipate spending in hours/month. The guide would be the transfer of power that was not provided by past the past board to us or by the past management company and will help ensure future board members can quickly understand the position.

4.0 Next Meeting

Wednesday July 29, 2026 at 5:30 PM

5.0 Board Approval of Meeting Minutes

The board approved these minutes as is represented by the Secretary's Signature below.


Jim Miller (Jul 17, 2026 09:45:34 CDT)

Jim Miller
Secretary
305 Hampton Ridge Dr

2026-07-15 - Board Meeting Minutes

Final Audit Report

2026-07-17

Created:	2026-07-17
By:	Joseph Knoernschild (orders@knoernschilds.com)
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