

**Oak Ridge Improvement Association
Board Meeting Minutes
Wednesday, December 11, 2024
Douglas County Library – 100 S. Wilcox, Castle Rock, CO 80104**

1. Call to Order

- The meeting was called to order by Eric Coronis at 6:11 pm.
- Present were Board Members: Eric Coronis, Marilyn Henderson, Brian Johnston, Lisa Murray, and Wendy Wells. Ed Kolb was excused due to another commitment.

2. Approval of Minutes from the October 9, 2024 Oak Ridge Improvement Association Board Meeting

- A motion was made by Marilyn Henderson and seconded by Lisa Murray to approve the Preliminary Minutes of the Oak Ridge Improvement Association Board Meeting, held on October 9, 2024. The motion passed, 5 to 0.

3. Financial Update

- Marilyn Henderson, in reviewing the Oak Ridge HOA Proposed Budget/Actual for 2024 (as of November 8, 2024)(attached), commented on the following areas: In 2024, the HOA encountered larger legal fees due to the Bylaw revisions and Pool Repair documents; Business Expense was higher than budgeted due to the additional Pool Repair meetings requiring both substantial copying and postage fees. In other areas, the expenses were less than expected such as pool repair and chemicals and some utilities.
- Marilyn also presented a document comparing the utility and trash expenses from 2021 through 2024, explaining differences (attached). These amounts included carry-overs and credit balances. However, in the case of Century Link and Trash, the current Board was able to establish vacation holds over the fall/winter months.
- Marilyn presented the Oak Ridge HOA budget for 2025 (attached). For Revenue/Income, she proposed Member dues at \$550/homeowner and \$400 in pool rental fees. Under additional revenue, Title Company fees from homes sold, past due/late fees and other unknown amounts are not budgeted. Expenses are budgeted from the projected 2024 budget and actual expenses.

The Board also discussed increasing the landscaping budget due to volunteer lawn mowing in 2024 and the purchase of a new grill. Additional items to explore included one to two large umbrellas' for shading the pool and replacement of the water fountain with a hydration station. After the recent pool repair, the pool contractor recommended covering the pool with **concrete (is this the correct word)** blankets annually, as part of the winterization process. A storage shed will need to be provided for these.

4. Pool Repair Update and 2024 Pool Review

- The pool repair is completed and the HOA is waiting on the remaining invoices to finalize the complete expenditures. The pool itself, during the repair, was made more compliant with larger steps and pool depth markers incorporated into the tiles.
- Several forms of a 2024 Pool Season Survey were electronically sent to all homeowners and a total of 7 completed surveys were received. A summary of the survey is attached to the Minutes. The Board reviewed the survey results and listened to verbal comments received from homeowners. Budget recommendations were made based on these communications.
- A motion was made by Lisa Murray and seconded by Brian Johnston to change the hours of the Pool for the 2025 Pool Season to 5:00am – 11:00pm, daily. The hours of the diving board use will continue to be 9:00pm, daily.
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5. Bylaws Update

- Wendy Wells reported that the Proposed Bylaws Draft has been extensively reviewed by the HOA Board and the Bylaws Committee, composed of 7 homeowners. In 2022, the State of Colorado and Federal Regulations addressed numerous requirements for HOA operations. All of these changes have been incorporated into the proposed Bylaws Draft.
- The Proposed Bylaw Draft will be placed on the Oak Ridge HOA Website before being voted upon by the Board at a future meeting. An email will alert you to these actions and ways to follow up with comments.

6. Other items

- The Collection Policy, approved at the October HOA Board Meeting will also be placed on the Oak Ridge Website for your information.

There being no further business, the meeting was adjourned at 7:00 pm.

Submitted by Wendy Wells
Oak Ridge Improvement Association
Secretary

There were no Homeowners in attendance in person or on Zoom.

