

***Oak Ridge Improvement Association
Board Meeting Minutes
Wednesday, March 26, 2025
Douglas County Library – 100 S. Wilcox, Castle Rock, CO 80104
Conference Room E***

1. Call to Order

- The meeting was called to order by Eric Coronis, President, at 6:10 pm.
- Present were Board Members: Eric Coronis, Lisa Murray, Marilyn Henderson, Brian Johnston, Ed Kolb, and Wendy Wells.

2. The Preliminary Minutes from the January 22, 2025 Oak Ridge Improvement Association Board Meeting were reviewed with modification.

- For homes purchased during 2024, if the Seller paid the Special Assessment (not the new Homeowner), the new Homeowner will not receive the \$175 credit.
- A motion to approve the minutes, as corrected, was made by Eric Coronis and seconded by Brian Johnston. The motion passed, 6 to 0.

3. Financial Update

- Marilyn Henderson presented the Oak Ridge HOA Proposed Budget for 2025 as of March 26, 2025.
 - With Homeowner annual dues expected by March 31, 2025, as of March 26th, 34 number of homeowners have paid.
 - JCP Financial is the accounting firm used by the HOA and their charges in 2025 have included tax preparation, printing of HOA Dues invoices and completion of other financial firms required both for Federal and State.
 - Based on the end of the year revenue and expenses, a discussion will be held with the tax accountant regarding maximization of HOA funds. Federal taxes for 2024 were \$83 and state taxes were \$12.

4. Pool Repair Update

- The Pool Repair project is completed, on time and under budget. The timing was crucial and everyone is looking forward to the 2025 pool season.
- The following items need to be completed for the pool and board members/other homeowners took the lead on the projects:
 - Eric Coronis – New Grill
 - Brian Johnston, Lisa Murray, and Nathan Randall – Shed/Storage Solution for winter blankets. Lisa Murray will assist with the Architectural Review Board submission for construction of a shed.
 - Marilyn Henderson and Nathan Randall – Hydration Station & Plumber for Installation

5. Pool Rules and 2025 Pool Season

- Wendy Wells distributed a rough draft of the proposed 2025 Pool Rules with changes suggested by the Board over the winter and edits. The Board will review it and respond to Wendy.
- Brian Johnston, with the help of other homeowners will oversee the Pool Maintenance Committee and welcomes others who would like to assist. Brian estimated that it will cost an additional \$600 - \$800 to get the pool operational including replacement of control heads on top of the filter system and replacing a valve.
 - The 1200 pounds of sand have been delivered and chemicals are available for opening
- Listed below are areas of the pool that were discussed for the upcoming season:
 - Lisa Murray will coordinate the loungers
 - The water line will continue to be monitored.
 - The split rail fence along Oak Ridge Drive (near the Dog Waste area) needs substantial repair or replacement.
 - Wendy Wells will obtain another camera for placement near the front gate.
 - Marilyn Henderson will explore use of pool landline for 911 calls only; relocating the phone with key access.
 - Lisa Murray and Brian Johnston will develop work days and volunteer project sign-ups that will be available on the website and through email.
 - There will continue to be two paid positions at the pool this summer; one to maintain the cleanliness of the pool and another to maintain the grounds. These positions will be advertised at the Annual Meeting and through the website.
- Lisa Murray discussed a reorganization of the Pool Social Committee and suggested a calendar for the whole pool season. Some preliminary social events were suggested and the Board agreed this would be a good framework to pursue. This will be discussed further at the Annual Meeting and volunteers will be recruited.

6. Compliance

- Ed Kolb reviewed the items that the Oak Ridge HOA needs to have, or already has, in place in order to meet Colorado and Federal Requirements regarding management of HOA's/Common Interest Communities:
 - Articles of Incorporation, Covenants and Bylaws available to homeowners,
 - Resolution Policy
 - Strategic Plan/Five Year Plan including physical and financial assessments
 - Written procedure for financial process
 - These items will be posted on the HOA website for Homeowner review.
- Ed Kolb also reviewed the Compliance Tracker which is a second set of eyes on all HOA processes and documents and has been in use for several months.

7. Annual Meeting

- The Annual Meeting is scheduled for Wednesday, April 16, 2025 at 6:30pm at the Douglas County Library, Event Hall A. The proposed Agenda was presented to the Board and reviewed.
- A requirement of the new Bylaws is an annual vote by Homeowners on whether to allow *non-homeowner* members to purchase a 2025 associate membership to the pool. On a vote of 6 to 0, the Board recommends that *non-homeowner* members not be allowed to purchase a 2025 associate membership to the pool.
- Lisa Murray will update the homeowners on activities of the Architectural Review Committee and Covenants and Wendy Wells will discuss the recently approved Bylaws and communication avenues available for homeowners.
- There are no vacancies on the Board for 2025 and the Annual Homeowners Meeting. Interested homeowners are encouraged to become involved with the Board and its activities. For 2026, the Board of Director terms will take effect with two vacancies occurring every year thereafter.

8. Other Business

- A discussion was held regarding Metro Districts, particularly occurring in the Meadows and the Oak Ridge HOA was not established as a Metro District so has no liabilities or involvement.
- Marilyn Henderson reviewed questions for our annual insurance proposal update.

There being no further business, Brian Johnston made a motion and Lisa Murray seconded it to adjourn the meeting. The motion passed by a 6 to 0 vote and the meeting adjourned at 7:50 pm.

Submitted by Wendy Wells
Oak Ridge Improvement Association
Secretary

Homeowners in Attendance: Nathan Randall; there were no attendees on Zoom.

Attachments:

3-26-25 Oak Ridge HOA Board Meeting Agenda
January 21, 2025 Oak Ridge HOA Board Minutes - Modified and Approved
Oak Ridge HOA Proposed Budget for 2025 as of March 26, 2025
Oak Ridge HOA Proposed Budget/Actual for 2024 as of December 31, 2024
Compliance Task List
Oak Ridge HOA DRAFT Annual Meeting Agenda
2025 Draft of Oak Ridge HOA Pool Rules