

Oak Ridge Improvement Association
Board Meeting Minutes
Thursday, August 1, 2024 at 5:30pm
Douglas County Library – 100 S. Wilcox, Castle Rock, CO 80104
Conference Room C

1. Call to Order

- The meeting was called to order by Eric Coronis at 5:40 pm.
- Present were Board Members: Eric Coronis, Marilyn Henderson, Brian Johnston, Lisa Murray, Ed Kolb, and Wendy Wells.

2. Approval of Minutes from May 29, 2024 Board Meeting

- The proposed Minutes were updated to correspond with the current timelines regarding the Special Assessment which will be payable by September 30, 2024. Hardship cases must be requested by September 1, 2024. This information will be included with the Special Assessment Invoice which will be mailed in the next two weeks.
- A motion to approve the minutes with changes was made by Eric Coronis and seconded by Brian Johnston. The motion passed 6 to 0.

3. Financial Update

- Marilyn Henderson reported that there was a balance of \$29,429 in Checking and a balance of \$7,664 in Savings as of July 31, 2024.
- The Board reviewed the actual expenses compared to budgeted with the following observations:
 - Currently, utilities are less than projected; the utilities will remain operational for the duration of the pool construction so may end up being higher.
 - Chemicals are running less than projected due to a change in the supplier.
 - Business expense is running more than projected due to the amount of copying, church rental fees and mailing expenses for the additional Pool Repair meetings and Special Assessment.
 - A question was raised about banking fees increases and possibly adding a service charge in the future. This will be investigated further by Marilyn Henderson.

A motion was made by Eric Coronis to approve the financial report and it was seconded by Lisa Murray.

- Ed Kolb reviewed and approved all transactions that had been made by the Treasurer between January and April 2024. Ed will prepare a memo to file
- Marilyn stated that all the annual assessments for 2024 were received and deposited by July 1, 2024. This included two homeowners' late fees.

- The process for the Special Assessment was reviewed with the invoices and explanatory cover letter being mailed by mid-August. Hardship cases need to be received by September 1st by the Board. For approved hardship cases, all penalties and fees will be waived through December 31, 2024. After that time, the late fee process will begin.
- A motion was made by Brian Johnston and seconded by Lisa Murray that any monies left over from the construction will be applied to the HOA 2025 Annual Dues.
- Marilyn Henderson and Ed Kolb have started working on developing a Five-Year Capital Plan for the Pool and Sports Court areas. Historically, these were done by the Boards in the past, but have not occurred for many years.
- The Board will begin identifying current needs for the 2025 pool season at the next Board meeting and identify items that can be incorporated in the longer year plans.

4. Pool Repair and Special Assessment Update

- Ed Kolb has been working with the HOA attorney and revised and recently sent the contract for the pool repair with Chavez Construction. Ed also sent, earlier in July, the Letter of Intent. There will be fine tuning as the contract is finalized. There was also discussion regarding the warranty and the first year's winterization process.
- In response to a question, the homeowner near the back area of the pool/pump house is aware of the pool repair construction and use of the easement by the construction company.

5. Pool Operations Update

- An email was received regarding providing privacy in the Pool House shower area. The board discussed various ways to accomplish this and Brian Johnston will pursue it. The email also commented about inappropriate music for families/children being played through the pool's Bluetooth system. The Board encourages members to be respectful of others using the pool regarding family music. If necessary, members should be able to discuss music concerns with their fellow members.
- There is a need for trimming/removing scrub oaks and shrubs around the path to the pool and the tennis courts. It was suggested to have a Pool event at the end of the season where we can get volunteers to help trim the smaller trees/shrubs, load trucks and transport to the Douglas County slash site.
- There are also some large dead trees that may need to be professionally removed (behind the tennis court, near pump house). This may need to be identified in the 2025 budget.
- The Board will send out a Pool and Sport Court Survey at the end of the season to identify areas for the Five-Year Plan, operation improvements and other suggestions.

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- Eric will haul away the old brown lounge chairs that are ripped and/or unusable. The orange chairs will be saved at this time.
- The Board discussed the suction system in the pool, cleaning the baby pool and chemicals.

6. Committee Reports/Updates

- During September, the Social Committee will be having a football event, televised at the pool, for any members interested. More information will be forthcoming.
- Lisa Murray discussed the Pool Social Committee and earmarking funds for the 2025 year-marking funds. Up until this point, the Social Committee Members have been donating funds for the events.
- The two recent concerts at the Pool provided a lot of entertainment to members and their guests who attended. Planning will include such musical events in the future.

7. Other items

- Brian Johnston completed his review of consolidating trash companies from three services to one. Some homeowners have long term arrangements and individual preferences with their trash company and do not wish to change. Apex will match Waste Management lowest price, however there was not a significant amount of savings to warrant a change.

There being no further business, Brian Johnston moved and Wendy Wells seconded that the meeting be adjourned at 7:01 pm.

Submitted by Wendy Wells
Oak Ridge Improvement Association
Secretary

No other homeowners were present for the meeting.