

**THE OAKS OWNERS ASSOCIATION  
BOARD MEETING MINUTES  
MONDAY APRIL 24TH 2017 6:30-8:00 RESCHEDULED TO MAY 1, 2017  
TOWN OF CASTLE ROCK FIRE STATION,  
TRAINING ROOM  
300 Perry Street  
Castle Rock, CO 80104**

**ESTABLISH A QUORUM** The meeting was called to order at 6:33pm by Director Zurek. The following Board members were present for quorum.

Lidia Zurek, President  
Tom Dailey, Vice President

Steve Johnson, Secretary/Treasurer

Seven homes were represented. Molly Ryan with Metro Property Management was also present

**I. APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST**

**Board Approves the Agenda** – On a motion duly made and seconded, it was unanimously resolved to approve the agenda

**Board members disclose any conflicts of interest regarding agenda items** – There were no conflicts of interest among the members of the Board

**II. HOMEOWNER CORRESPONDENCE –**

**Homeowner Hearings** – No hearings are scheduled

**Board members review correspondence from the community** - The Board reviewed the correspondence. There was no comment

**MINUTES – January 23<sup>rd</sup>, 2017** On a motion duly made and seconded, it was unanimously resolved to approve the minutes from January 23, 2017.

**III. FINANCIALS STATEMENTS – Jan – Mar 2017** On a motion duly made and seconded, it was unanimously resolved to approve the financials subject to final audit.

**IV. UNFINISHED BUSINESS**

**Manager's Report** – The management report was reviewed. There were no unanswered questions.

**V. HOMEOWNER FORUM** – The comments during the homeowner forum included the following. The Board would like to remind homeowners they should not park near the mailboxes. A homeowner asked if the curb could be painted red. Management is looking into distribution email software and will include an article in the newsletter. One homeowner reported a rail is in need of repair on the the split rail fence around the retention pond in phase two. Another homeowner reported there is a pot hole in front of 1647 Valley Oak.

**VI. NEW BUSINESS**

**Newsletter** – The Board discussed the topics for the newsletter. They would like it to include No parking near the mailboxes and fire hydrant, a reminder about the Spring Fling, the Rules about barking dogs and cleaning up after pets and the results from the community commercial vehicle survey

**Landscape Contract** – The Board considered the contract proposal from Advance Property Maintenance for \$231.57 per month. Management reported they have responded on work order requests but has not used them for landscape maintenance. A homeowner reported they are familiar with the company and has seen them perform well. On a motion duly made and

seconded, it was unanimously resolved to approve the landscape contract with Advanced Property Maintenance.

**Install a new light at the end of Willow Oak Road** – Director Zureck consulted with the Town and was informed they will not install additional lighting at this time but may consider it after the community build out is completed.

**May 20<sup>th</sup> Garage Sale and Spring Fling** – The date looks like it will be suitable for the Board. The Board instructed management to contract with the Dos Locos Food Truck again and asked for an inflatable diversion that would appeal to an older age group. Director Dailey suggests the Association obtain more signage. Management will run an ad on Craigslist.

**Phase 2 hillside scar** – Management will consult with the Town of Castle Rock Planning and Development or Tammy King of zoning regarding the beginning of some erosion on the hillside.

**Next Meeting Date and Location** – Monday July 24, 2017 at 6:30pm Venue TBD. The Fire Department may not allow any more HOA meetings in the training room.

**Other** – There were no other items brought before the Board.

## VII. REPORTS

### ARC Committee

**Paint Letters for homes in need of paint** – The Board will drive through the community and identify homes in need of paint.

**2519VOR – Ratify installation of radon gas system** – On a motion duly made and seconded, it was unanimously resolved to approve this architectural request.

**2673LOC – Front lawn renovation** - On a motion duly made and seconded, it was unanimously resolved to approve this architectural request

**1351WOR – Front lawn renovation** - On a motion duly made and seconded, it was unanimously resolved to approve this architectural request

**2478VOR – Modify deck and pour concrete patio** - On a motion duly made and seconded, it was unanimously resolved to approve this architectural request provided all work is completed in accordance with permit requirements through the Town.

**1565WOR – Convert window to sliding glass door** - On a motion duly made and seconded, it was unanimously resolved to approve this architectural request

**Social Committee** – The garage sale is the next task for the committee.

VIII. **ADJOURNMENT** – On a motion duly made and seconded, it was unanimously resolved to adjourn the meeting at 7:45pm

IX. **EXECUTIVE SESSION** (Discuss delinquencies)

Respectfully Submitted by Molly Ryan: