

**THE OAKS OWNERS ASSOCIATION  
BOARD MEETING MINUTES  
MONDAY, JULY 23, 2018 AT 6:30 P.M.  
PHILIP MILLER LIBRARY, BANK ROOM EAST  
100 S. Wilcox Street Castle Rock, CO 80104**

The meeting was called to order at 6:31 p.m.

**ESTABLISH A QUORUM (Two of the Three directors needed)**

Darcy Macknight, President  
Will Skelton, Vice President

Lisa DeCesare, Secretary/Treasurer

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

**Board approves the agenda or makes motions to recommend modifications-**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 to disclose.

**Board member announcements-**Darcy Macknight reported that the building on the vacant lot next to 2478 Valley Oak Road has started. He indicated that the aesthetics of the homes will be similar to the original plans by Amber Homes. He anticipates that the building should be completed by the end of the year.

**II. HOMEOWNER CORRESPONDENCE –**

**Homeowner Hearings-**None scheduled

**Board members review correspondence from the community-**The Board members reviewed correspondence from the community regarding various landscape issues. The Board also agreed to give residents until mid-September if they plan to re-seed their front yards, due to the water restrictions and the hot and dry weather conditions, before sending additional notices.

**III. MINUTES – January 23, 2018 and April 23, 2018-**On a motion duly made and seconded, it was unanimously resolved to approve the minutes from the January 23, 2018 and April 23, 2018 board meetings.

**IV. FINANCIALS STATEMENTS – January-June 2018-**On a motion duly made and seconded, it was unanimously resolved to approve the January-June 2018 financials, subject to final audit.

**V. UNFINISHED BUSINESS**

**Manager's Report-**The Board reviewed the management report submitted by Metro Property Management.

**Retaining Wall Assessment-RATIFY-**On a motion duly made and seconded, it was unanimously resolved to ratify the approval of the proposal from Knott Laboratories for phase I monitoring of the retaining wall in the amount of \$1,500.00

**Update on retaining wall assessment-**Management updated the Board and homeowners that as of July 20, 2018, the engineer has reported no movement in the retaining wall.

**Declaration Revision to allow Commercial Vehicles and Restrict short-term rentals-**

**RATIFY-**On a motion duly made and seconded, it was unanimously resolved to ratify the decision to proceed with the commercial vehicle amendment to the Declaration and to forego the short-term rental amendment.

**Update on Commercial Vehicle Amendment-**Management updated the Board and homeowners in attendance that the Association has received 27 out of the 82 consent form needed to proceed with the amendment to the Declaration regarding commercial vehicles. The

Board agreed that they will go door-to-door in an attempt to obtain the required consent forms from the owners to proceed with a court petition.

**VI. HOMEOWNER FORUM** – There were 4 homeowners in attendance. Topics included landscaping, the commercial vehicle amendment, and the Metro Property Management website.

**VII. NEW BUSINESS**

**Fence repair-RATIFY**-On a motion duly made and seconded, it was unanimously resolved to ratify the approval of the proposal from JSC Landscape to repair the split rail fence along the detention pond in the amount of \$2,400.00.

**2018 landscape maintenance contract-RATIFY**-On a motion duly made and seconded, it was unanimously resolved to ratify the approval of the 2018 landscape maintenance contract with JSC Landscape.

**Next Meeting Date and Location**-Monday, October 29, 2018 at 6:30pm Philip Miller Library-Bank Room East

**VIII. REPORTS**

**ARC Committee**

-2478 Valley Oak Road-backyard landscape-On a motion duly made and seconded, it was unanimously resolved to approve the design request for the backyard landscape.

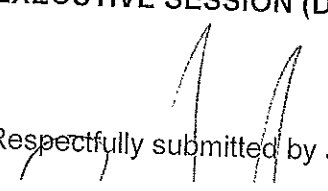
-1828 Blue Oak Court-backyard landscape-On a motion duly made and seconded, it was unanimously resolved to approve the design request for the backyard landscape.

**Social Committee**

Anna Macknight of the social committee reported that the July 4<sup>th</sup> potluck went well, however the turn out was not as great as the Memorial Day party. The committee will start to post flyers on every door to announce community events. She also reported that the community garage sale is scheduled for July 28<sup>th</sup> and 29<sup>th</sup>, in which the Association will post signs. She also announced that there will be a Ladies night out on August 3<sup>rd</sup> and a Guys night out on August 24<sup>th</sup>.

**IX. ADJOURNMENT**-On a motion duly made and seconded, it was unanimously resolved to adjourn the meeting at 7:33 p.m.

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

  
Respectfully submitted by Jennifer Wyman