

CKSII HOA Board Meeting Minutes from March 9, 2021

Call to Order: President Tom Schicktanz called the HOA Board of Directors meeting to order at 7:03pm. Board members Josh Kunkel, Pam Horiszny, Elizabeth Nelson-Hulse, Chris Reynolds, and Andi Elkins were in attendance, confirming a quorum. Greg Bishop from Maximum Property Management also attended.

Introductions:

Tom introduced the board members in attendance and Greg from Maximum Property. 2 members from the community were also in attendance.

Approval of Minutes: A motion was made by Tom and seconded by Andi to accept the February 9, 2021 minutes as written. The motion was passed unanimously.

Membership Count: Tom reported a membership count of 357 as of February 2021. 152 permanent members and 205 voluntary members. Greg said several new members were added since the last tally in February. After the meeting Greg confirmed a total of 375 members as of 3/10/21. 160 permanent members and 215 voluntary members.

Treasurer's Report: Pam requested that Greg review the Maximum generated financial reports for February 2021. Greg mentioned there were still 2 permanent members that had not paid their 2021 HOA assessment. Maximum will send delinquency notices to those homeowners. Greg asked if the Board was ready to close the existing operating and reserve bank accounts and transfer those funds to Pacific Premier accounts. There is one outstanding check for \$5,000 to the school district for the shade structure donation that remains to be cashed, otherwise there are no outstanding payments that remain on these former bank accounts. Pam suggested we work with Renee on this. The school needs to go through their approval process before the \$5,000 donation check will clear. Greg proposed keeping enough funds in the operating account to cover that check and move the remaining funds.

ACC Report: Josh reported 9 open requests. 2 paint, 3 fence, 2 windows, 1 shed and 1 RV screen. The RV screen is from a new homeowner and it will be declined. The shed has an open violation for being built without ACC approval. Tom suggested we take that concern to an executive session for further Board consideration. Tom brought up a windows request that was brought to his attention by the homeowner. Josh has approved it and is waiting for one more approver. Josh said the homeowner had submitted the same request 3 times which complicated the approval process. But he felt it was ready for approval and would work with the committee to get that done this week. Tom also raised a solar panel request from January 20th which Josh stated had already been approved. Tom would like remaining requests that are still open to be loaded into Smartwebs for tracking with Maximum. Greg agreed to work with Josh to make that happen.

Welcome Committee/Social Committee: Tom reported that with Covid, events are and have been in a holding pattern. The Board is waiting to see what happens with Covid going forward before planning anything. Tom said Jennifer Blake had already polled homeowners on the large item pickup and garage sale dates for 2021 and the overwhelming response from the community that participated in the poll was for the garage sale to be scheduled for June 25th and 26th and the large item pickup with Waste Management on June 30th. Greg has scheduled the large item pickup for 6/30/21. Other events for 2021 are still TBD depending on Covid. Andi has been researching shredding and electronics recycling. She has another couple vendors to talk to. Tom agreed to look at other alternatives for electronics recycling. Looking at August or September 2021 for timing to schedule these events.

Management Report: Greg Bishop from Maximum Property Management reported that onboarding of homeowner accounts into Caliber and Smartwebs setup was complete. He advised against turning on the caliber portal login for homeowners until later in the year in preparation for 2022 payments, because there is no accounting information in the system since payments for 2021 were made directly to the HOA and tracked on spreadsheets. The board has caliber portal access for reviewing and approving invoices and all agreed that was sufficient for now. Greg reported the ACC was trained on Smartwebs and all new architecture requests are being processed in that system starting 3/1/21. There is 1 ACC request in Smartwebs as of the meeting. 10 violations have been written by Maximum, 5 remain open for verification at the next compliance visit. Greg has received records turnover from Roger and several Board members. Pam has some tax and accounting files to turnover and will make arrangements with Greg later this month to get those records to him. Greg sent sample rules and regulation documents to the Board for them to review as they consider creating some for CKSII.

Old Business

- The park light has been approved by Foothills. They want to confirm nearby homeowners agree with a light installation before proceeding. The Board has already approved the light unanimously in an open meeting vote. 4 of 5 nearby homeowners approved of the light but there is one opposing owner and the Board agreed they need to let Colin at Foothills know this. Tom is going to meet with the opposing owners and let them know the Board plans to move forward with this. The membership was polled at the annual meeting and overwhelmingly liked the idea.
- The Board wanted a status on the house that sold on Ammons Ct that had a covenant lien for the RV Screen. Greg reported that the RV screen was taken down by the owners prior to sale. Greg was not sure if the house had closed but members on the Board reported it closed March 1. Greg to confirm with legal the money owed to the HOA as part of the house sale will be paid. Greg and Tammy from Maximum confirmed the amount due was in the status letter and the title company cannot close the sale without collecting those funds. We are just waiting for the check to come in from title and will advise the Board when it has.

New Business

- Josh raised concern with homeowners in CKSII walking their dogs on school grounds while school is in session. This is not safe for the children. Tom asked Josh to get language from the school that we can share with CKSII homeowners. Greg offered to put that in an email blast and send to all owners we have email addresses on file for. Bob asked if the school system could put up better signage at the access points into the school grounds for homeowners to see.

Next Meeting Dates

- May 11, 2021 on Zoom due to Covid

With no additional business, Tom adjourned the meeting at 8:11pm.