

CKSII HOA Board Meeting Minutes from November 15, 2022

Call to Order: President Tom Schicktanz called the HOA Board of Directors meeting to order at 7:54pm. Board members Tom Schicktanz, Bob Haberkorn, Bob Pellegrini, Mike Tignanelli, and Andi Erpelding were in attendance, confirming a quorum. Greg Bishop and Tammy Hall from Keystone Denver Property Management also attended.

The board selected the following Officers to serve until the next annual meeting and election is held in 2023:

Tom Schicktanz - President
Andi Erpelding-Elkins – Vice President
Chris Reynolds - Secretary
Bob Haberkorn - Treasurer

Approval of Minutes: A motion was made by Tom Schicktanz and seconded by Andi Erpelding-Elkins to accept the September 13, 2022 Board meeting minutes as written. The motion was passed unanimously by the Board.

Old Business

- Monument Sign Replacement. Tom thanked Andi and those members who were responsible for the new community signs. Everyone agreed that the signs looked great.

New Business

- Attorney Candyce Cavanagh gave a brief overview of the recent Colorado state laws and policies that are required for HOAs. House Bill 21-1310 effective September 7, 2022. House Bill 22-1137 and 22-1139 effective August 10, 2022. Each of these bills impacted Columbine Knolls South II and required new or revised policies to be adopted by the board of directors.
- Earlier in the year, the board of directors authorized the managing agent to have the HOA attorney Orten Cavanagh Holmes & Hunt amend the Collections and Covenant Enforcement policies and to draft a new Sign & Flag policy for the association to comply with the changes in State law from these House Bills.
- Collections Policy (Amended) – Tom Schicktanz made a motion to approve the Collection Policy as presented. Andi Erpelding-Elkins seconded the motion. The motion was passed unanimously by the Board.
- Covenant Enforcement Policy (Amended) - Tom Schicktanz made a motion to approve the Covenant Enforcement Policy as presented. Bob Haberkorn seconded the motion. The motion was passed unanimously by the Board.
- Sign & Flag Policy – Discussion with community members in attendance on the proposed policy. Tom Schicktanz made a motion to change the number of non-commercial flags in 3(e)(ii) from 2 to 3 and seconded by Bob Haberkorn. The motion was passed unanimously by the Board. Tom Schicktanz made a motion to adopt the Sign and Flag Policy as amended and seconded by Mike Tignanelli. The motion was passed unanimously by the Board.
- 2023 Statements & HOA Dues/Trash Process – Greg Bishop gave an overview of the statements that will be sent out in the next few weeks and explained how the optional trash fee is handled and the process followed for those owners that do not pay, including turning off trash when the yearly trash payment is not received. The board had no objection to the process.
- Keystone software changes – Greg Bishop shared with Board that invoice approval process will change and be handled by a company called Strongroom. More information will be provided once Keystone is ready to change it over.

Treasurer's Financial Reports

Bob Haberkorn and Greg Bishop reviewed the October 2022 financials as prepared by Keystone. The fuel surcharge imposed by Waste Management has caused trash to be over budget. Greg Bishop reported that other items are under budget so that overall, the HOA is only slightly over 2022 budget numbers as of this meeting.

Management Report

- Greg Bishop from Keystone Property Management reported the HOA membership total at 387 homeowners, with 183 permanent members, 204 voluntary members and 144 non-members.
- Home resales in September and October: We had two closed and processed and two pending with status letter.
- Violations Processed (Sept/Oct 2022): 2 created, 5 closed, 0 escalated, 0 re-opened. A total of 3 remain open as of 10/31/22 as follows:
 - o 1 Architecture Control Request Not Submitted
 - o 2 Boat Storage

ACC Reports

Greg Bishop from Keystone Property Management reported September and October 2022 ACC Requests. We had 15 new requests, 13 approved, 1 pending, 0 on hold for more information, 1 withdrawn, and 0 declined. The ACC team is doing a great job of working the requests!

Welcome Committee/Social Committee

- ACC Committee Reports – Bob Pellegrini reported on one pending landscape request regarding tearing out the majority of landscaping to save on water. ACC will put on hold and request additional information.
- 2022 Parade of Lights will be held on Saturday December 3rd and Fire Department will attend if not on any calls. Andi does not have a lot of additional information, but more will be included in the next newsletter.
- Holiday Decorating contest is being headed by one of the members and more information will be provided.

Homeowner Forum

Owner brought up the commercial semi tow truck that is frequently parked in the community. Greg Bishop asked the owner to send pictures of the violation as he had not seen it during his inspection.

Owner asked about the electronic recycle and shred event that was not held this year. Tom Schicktanz reported that this event will be held again in 2023.

Owner asked about a neighbor's dog that continues to bark all day. Greg Bishop asked the owner to send him information about the violation and also, suggested that the owner contact animal control.

Owner complained about landscape that is not cut back and encroaches on the sidewalks. That issue is being addressed in the community standards that the Board is developing and will be addressed in 2023 through the enforcement process.

Owner inquired about house colors that have recently been approved.

Future Meeting Dates

The 2023 meetings of the Board of Directors are as follows:

Odd months – 2nd Tuesday of January, March, May, July, September, November at 7pm via Zoom other than the annual meeting (November) which will be held as an in-person meeting at Coronado Elementary.

With no additional business, Tom adjourned the meeting at **9:16pm**.