

CKSII HOA Board Meeting Minutes from July 11, 2023

Call to Order: President Tom Schicktanz called the HOA Board of Directors meeting to order at 7:02pm. Board members Tom Schicktanz, Bob Haberkorn, Bob Pellegrini, Mike Tignanelli, Chris Reynolds, and Matt Lawicki were in attendance, confirming a quorum. Andi Elkins was unable to join. Mark Dougal from Keystone Denver Property Management also attended.

Approval of Minutes: A motion was made by Tom Schicktanz and seconded by Bob Haberkorn to accept the May 9, 2023 Board meeting minutes. The motion to approve the minutes was passed unanimously by the Board.

Old Business

Discussion of Architectural and Community Design Standards. To begin this subject, the board asked for advice from our property management company, asking, are we compelled by any Colorado statutes to create these standards? The answer is no, we can continue to rely on our covenants and bylaws to govern our decisions. However, the HOA sees value in creating the Architectural and Community and Design Standards to drive clarity and consistency in decisions, especially as board members turn over each year. **Next steps:** Mike Tignanelli volunteered to create and lead a committee comprised of board and community members to take the Community Standards to the next level.

New Business

- *SB23-178 Water-wise Landscaping in Homeowners' Association Communities* – Mark shared that the board must comply with a new law requiring the HOA to have three separate water-wise plans that homeowners can implement without ACC approval. Mark will help us have these plans in place by our September board meeting.
- *Website Blog Rules Development* – Mike created the draft version of the CKSII Electronic and Print Communication Policy to define the standards of the content the board will publish. The board will review and approve this policy in the September board meeting.
- *Posting Blogs to Website* – Chris will ensure Renee is prepared to add blogs to the website (schedule training as needed) and also send an email to the homeowners about ideas for blog topics.
- *Backup Webmaster Training* – Chris to coordinate a meeting with Dave Rosenthal (our web developer) to train Mike T. to be the backup webmaster. We will record this meeting and post it to Dropbox so future board members always have access to this information.
- *Board Drobox Access* – Mark is working with IT at Keystone to figure out why several of the board members have lost their access to Dropbox and resolve it.
- *Permanent Property Manager* – Keystone has hired a new permanent Property Manager who will join Keystone in the next few weeks who will take over for Mark as our manager.

Treasurer's Financial Reports

Bob Haberkorn reported on the June 2023 Financials as prepared by Keystone. We noticed a duplicate payment to Waste Management (WM) that might have been attributed to Mark setting us up to autopay. However, since the amount is the exact same amount as the June 1 payment, we think it is an error. Mark will review this payment. We continue to run very close to budget. Our legal fees are up some which was anticipated. And we are slightly over for insurance. However, without the double payment to WM we are tracking very well.

Management Report

- The 2023 HOA membership (year to date) totaled: 387 homeowners, with 187 permanent members, 200 voluntary members and 144 non-members.
- Home resales from May 9 – July 7, 2023: We had 0 closed and 0 pending.
- The property management company has done inspections twice a month (at least through September) driving all the streets in the neighborhood.
- Violations Processed: 82 created, 28 closed, 0 escalated, 0 re-opened. A total of 54 remain open.

ACC Reports

Mark Dougal from Keystone Property Management reported May 9 – July 7, 2023 ACC Requests. We had 9 approved, 7 pending, 3 on hold for more information, 0 withdrawn, and 0 declined.

Committee Reports

- Social Committee Reports – *Rolling into Summer* was rescheduled due to rain so we think that contributed to a lighter turnout. The committee is considering ideas to refresh the event. Chris shared that the *Paint Recycling* event was very popular, even requiring a second pick-up date due to demand! Our totals included: 120 houses and they collected a total of 10,200 lbs. of paint! The *Community Garage Sale* had over 30 homes participate. Many homes sold-out by mid-day Friday. Next year, we will do more communication about how to register to be on the map. The *Large Item Pick-Up* was also good (with one glitch on a washer/dryer pickup). See the website (www.cksii.org) for other upcoming events including:
 - Friday August 18 - Music and Movie in the Park
 - September 9 - Ewaste & Shredding Event (HOA members only)
 - Sunday December 17 - Parade of Lights through CKSII
- Welcome Committee Report – The Welcome committee went out on May 31 and delivered to three new households. Home sales have slowed recently so the next round of deliveries will be in Oct/Nov.
- Landscape Committee Report – Bob P. shared that the sprinkler timers are installed and we finally have weather to justify using them.
- ACC Committee Reports – Bob Pellegrini shared the ACC got a little behind during the July 4 holiday but they have gotten caught up. They are still getting a lot of people who are posting incomplete information which requires more back-and-forth communication, delaying the time to approve the request. For example, a lot of paint requests come in without a picture of the home, color and brand of the paint, color of the roof, etc. It makes the approval quicker if the homeowner can supply more details at the time of the submittal.

Homeowner Forum

Concern over a shed going up in the community. The homeowner followed the ACC process and the request for the shed was approved. However, some homeowners nearby think the shed is too big. The homeowner proposed some ideas to reduce the size of the shed. Tom and Bob P. will visit the shed to discuss next steps.

A homeowner asked if non-members get access to the same benefits as members. The answer is yes and no. (They must still comply with all covenants, bylaws, rules, and regulations. They can join community events like Rolling into Summer and Movie in the Park but they can't participate in the Ewaste or Shredding event. They also don't get access to the discounted trash service and large item pickup.)

Future Meeting Dates

The next open Board meeting will occur using Zoom on Tuesday September 12, 2023 at 7PM. Check www.cksii.org for the meeting link.

With no additional business, Tom adjourned the meeting at 8:27pm.