

CKSII HOA Board Meeting Minutes from March 14, 2023

Call to Order: President Tom Schicktanz called the HOA Board of Directors meeting to order at 7:03pm. Board members Tom Schicktanz, Bob Haberkorn, Bob Pellegrini, Mike Tignanelli, Chris Reynolds, Matt Lawicki and Andi Elkins were in attendance, confirming a quorum. Greg Bishop and Mark Dougal from Keystone Denver Property Management also attended.

Greg Bishop has announced his retirement. Keystone has initiated the transition process by assigning Mark Dougal, Director of Community Management, as the temporary transitioning manager for CKSII until Greg's position can be backfilled.

Approval of Minutes: A motion was made by Tom Schicktanz and seconded by Andi Elkins to accept the January 12, 2023 Board meeting minutes. Chris noted a grammatical typo in the Homeowner Forum section and suggested we replace "a" with "an". With this change, the motion to approve the minutes was passed unanimously by the Board.

Old Business

- Status of Architectural, Design & Community Standards – The Standards have been reviewed by our attorneys with some minor red-lines. Chris will email the redlined copy to the board for their review and approval. Once the Board has reviewed, we will share the *Architectural Standards* and *Community Standards* (i.e., rules and regulations) with members via email and on our website. We will seek member input and then review feedback during the board meeting on May 9. Once we finalize the feedback, the board will make a motion to adopt the *Architectural Standards* and *Community Standards* (as written or revised). Separately, the board will share the *Design Standards* for member review prior to the September 12, 2023 board meeting. The Design Standards will require a vote of Homeowners at our Annual Meeting on November 14.
- Update on New CKSII.org Website – Chris demo'd the first iteration of our new website. We discussed some open action items related to contact information, sharing financial information, and new features such as the Blog. We will meet with the Web Designer on March 16 to finalize changes and should be ready to go live in April
- Dates for e-recycle and shredding event – Chris shared that we have locked down the date for the Ewaste/Shredding event: Saturday September 12, 2023, from 9am to 12pm at the Coronado Elementary parking lot. We will send more details as we get closer to the event. Chris also shared that we are adding a Paint Recycling event and will announce the date in mid-March.

New Business

- As part of the website review, we agreed to remove the phone numbers of the Committee Chairs and will rely on a Contact form (on the new website) to connect with Committee Chairs. We will also use the Contact form to allow Homeowners to reach out to the board for all manner of questions. Stay tuned for the launch of our new website for access to new ways of communicating with the board!

Treasurer's Financial Reports

Bob Haberkorn and Greg Bishop reviewed the January and February 2023 and year-end financials as prepared by Keystone. After two months in 2023, we are running slightly over budget on Trash costs. Keystone will review why this is but believes it is because of gas charges. Year to date we are under budget.

Management Report

- Greg Bishop from Keystone Property Management reported the 2023 HOA membership (year to date) totaled at 387 homeowners, with 187 permanent members, 200 voluntary members and 144 non-members.
- Home resales in January and February: We had one closed and none pending.
- Violations Processed (Jan/Feb 2023): 21 created, 15 closed, 3 escalated, 0 re-opened. A total of 21 remain open as of 2/28/23 as follows:

- o 3 Trailer & RV
- o 1 Architecture Change Not Completed
- o 17 Rubbish & Trash

ACC Reports

Greg Bishop from Keystone Property Management reported January and February 2023 ACC Requests. The totals are:

- 6 New ACRs Received & Processed
- 8 ACRs Approved
- 0 Pending
- 1 On Hold for More Information
- 0 ACRs Declined
- 0 ACRs Withdrawn

Committee Reports

- ACC Committee Reports – Bob Pellegrini gave an update on some ACC requests. At this time, we have many standard requests for roofs and windows. Now we are moving into paint season so Bob will look at the houses in person to ensure effective approvals.
- Social Committee Reports – Prepping for the Egg Hunt event on April 1 at 10am, at the Coronado Park. See the website (www.cksii.org) for other upcoming events including:
 - o Saturday April 1 - Eggfest Egg Hunt
 - o TBD - Paint Recycling Event
 - o Sunday June 4 - Rolling Into Summer, Bike Parade & Car Show
 - o Friday June 23 & Saturday June 24 - Community Garage Sale
 - o Wednesday June 28 - Waste Management Bulk Item Pickup
 - o Friday August 18 - Music and Movie in the Park
 - o September 9 - Ewaste & Shredding Event
 - o Sunday December 17 - Parade of Lights through CKSII
- Welcome Committee Report – the Welcome Committee will go out in June/July to deliver welcome boxes for new homeowners.
- Landscape Committee Report – Considering hiring a landscaping company to do the spring cleanup in late April (weather depending) at the entrance at Yukon and Chatfield. Tom will seek bids and report back to the board.

Homeowner Forum

We had a homeowner on mute and we believe we addressed the concern.

Future Meeting Dates

The next open Board meeting will occur using Zoom on Tuesday May 9, 2023 at 7PM. Check www.cksii.org for the meeting link.

With no additional business, Tom adjourned the meeting at 8:29pm.