

Minutes of the CKS/E Board of Directors Meeting on April 12th, 2018

The meeting was called to order at 7:25 pm.

Board members present: Tom Majcen, Gary Englebright, Norman Davis, Becky Englebright and Annie Berger.

Residents present: Jodi Friesen and Kathy Hofstra.

President's Report:

- 1) President Tom Majcen received a call from a homeowner with information about the upcoming fire protection ballot issue that will be on the May 8th ballot. Information can be found on the littletonfireprotectiondistrict.org website.
- 2) Tom also received a call about a youngster driving a golf cart in the neighborhood, including in the streets and the parks. He suggested that the homeowner call the Sheriff's Office whenever the homeowner notices this youngster driving around the neighborhood again.

Approval of the Minutes: The March 8th minutes were approved unanimously.

Treasurer's Report: Treasurer Gary Englebright reviewed the monthly income, expenses and bank balances. A motion was made and passed unanimously by the Board to approve the March 2018 report as submitted.

Dues Report: Presently, 470 (61.8%) of the households have paid their annual CKS/E Homeowners' Association dues, compared to 485 (63.8%) at this time last year.

Special Events:

- 1) Easter Egg Hunt: A resident took lots of photos at the Easter Egg Hunt. Another resident, who is familiar with NextDoor.com, will find out if the HOA can upload some of the photos to NextDoor.com so that families can access them. See the separate report in this Scroll.
- 2) Clean-Up Day: The Board discussed potential areas for Clean-Up Day to include the entrances to the neighborhood and other areas that need work as determined by the Parks Committee and Foothills Park & Recreation District.

Membership/Blockworkers: Blockworker sheets and area maps indicating which homeowners have already paid will be distributed to the Blockworker Captains in time to be delivered to the Blockworkers with the May Scrolls.

Traffic and Streets: Annie Berger reported that Jeffco Traffic and Engineering staff recently installed the new left-hand turn only signs on both W. Fairview Dr. and W. Canyon Ave. at the intersection of S. Pierce St. as requested. The left-turn only signs that were previously put up by mistake in the north and southbound lanes of S. Pierce St. at the Fairview/Canyon intersection will remain.

COHOPE: Tom is still looking for a volunteer to cover the COHOPE meetings. One resident volunteered to talk with her husband to see if he would be interested.

Parks: See the separate report in this Scroll.

ACC:

1) Project Requests: See the separate report in this Scroll.

2) Covenant Enforcement: See the separate report in this Scroll.

Old Business:

1) The March invoice from the HindmanSanchez legal firm was \$228. The Board had asked the lawyer to send a demand letter to a homeowner. A motion was made and passed to pay the HindmanSanchez bill.

2) Gary reported that the COHOPE dues of \$40 for the year have been paid.

3) According to the HOA lawyer, the Board is required to file with the Department of Regulatory Agencies (DORA). A motion was made and passed to pay the DORA fee of \$27.

4) Gary presented his cost analysis of the HOA's current financial status. The Board will use this information in determining if there is enough money to replace the S. Yarrow St. fence that is the HOA's responsibility. Tom will be getting bids for the fence replacement to use in the Board's decision.

5) Secretary Becky Englebright indicated that the Approved Roofing Materials file on the website has been updated to include two new products that have recently been disapproved by the Board.

New Business:

1) Gary asked for permission to purge the hardcopies of old financial data that is older than three years. Per the HOA By-Laws, this is allowed. All softcopies of the data will be kept. All purged records will be shredded. A motion was made and passed to allow him to purge these records.

2) The Board discussed whether the Voluntary Disclosure form on the website is needed per the HOA By-Laws. No one on the Board could find a reason to keep this file active. A motion was made and passed to delete this file from the website.

3) The Board discussed when the next Directory should be printed. Given the fact that the Rules and Regulations need some revising/clarification, as well as potentially other governing documents, the decision was made to postpone the Directory until sometime in 2019. Given this, the Board will need to have more 2016 Directories printed for any new homeowners.

4) The Board has decided to start including several revamped articles in the Scrolls, specifically reminding homeowners the need to store trash containers out of sight and to remove dead trees as soon as possible since they are safety hazards.

5) Tom mentioned that one of the trash companies that service the CKS/E area has changed pick-up days from Monday to Thursday. Even though the HOA requests that everyone use a trash company that picks up on Monday or Tuesday, there is no requirement for this since the area already has Friday pick-ups.

The next ACC Project Request meeting will be on May 10th at 6:30 pm, followed by the Board meeting at 7 pm at Deer Creek Community Church.

The meeting was adjourned at 9:20 pm.

- **Becky Englebright, Secretary**