

## **Minutes of the CKS/E Board Meeting on October 11<sup>th</sup>, 2018**

The meeting was called to order at 7:20 pm.

**Board members present:** Tom Majcen, Gary Englebright, Kristi Zakrzewski, Tracey Chizlett, Anders Frederiksen and Becky Englebright.

**Residents present:** Kathy Hofstra.

**President's Report:** Nothing to report.

**Approval of the Minutes:** The September 13<sup>th</sup> 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 September 2018 report as submitted. Gary presented the proposed budget for the fiscal year 2018 – 2019. A motion was made and passed unanimously by the Board to approve the 2018-2019 budget as submitted.

**Dues Report:** The 2017-2018 fiscal year-end membership numbers were 490 (64.5%), compared to 515 (67.9%) at the same time the previous year.

### **Special Events:**

The Holiday Lighting Contest will be slightly different this year. There will be 12 prizes – one grand prize, three 1<sup>st</sup> place prizes, four 2<sup>nd</sup> place prizes and four 3<sup>rd</sup> place prizes. The judging will occur between December 9<sup>th</sup> and December 12<sup>th</sup> so be sure to have your lights turned on each of these nights to participate in the contest. Prizes will be awarded on Saturday, December 15<sup>th</sup>, during the day.

**Membership/Blockworkers:** Nothing to report.

**Traffic and Streets:** Dennis Bishop contacted Jeffco Roads and Bridges to ask about getting signs for the bike/turn lanes on S. Pierce St. Jeffco informed him that the lanes on S. Pierce St. are actually not bike or turn lanes, but are, in fact, parking lanes. The Board will ask Dennis to pursue the possibility of having these lanes marked as turn lanes at major intersections.

**COHOPE:** Tom reported that COHOPE is now including news from member associations. At this point, CKS/E is not including any information. The Board members present decided to have this discussion at the next meeting when more Board members are in attendance. The speaker for the next COHOPE meeting will be Capt. J.D. Jepkema with Jefferson County Sheriff's Office of Special Investigations who will discuss marijuana violations.

**Parks:** See the separate report in this Scroll.

**ACC:**

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

2) Covenant Enforcement:

The Board approved sending friendly letters to the following homeowners requesting action that the homeowners need to take in response to complaints and/or new Covenant violations:

a) None.

The Board approved sending a Covenant violation letter to the following homeowner who has not responded to the friendly letter that was sent:

a) W. Alder Ave.

The Board approved closing two violations:

a) W. Elmhurst Ave.

b) S. Reed Way

The Board had Altitude Community Law send one Demand letter:

a) W. David Dr.

**Old Business:**

1) HindmanSanchez legal firm has changed their name to Altitude Community Law.

2) The September invoice received from the Altitude Community Law firm was \$352. A motion was made and passed to pay the Altitude Community bill.

3) Tom reported that the S. Yarrow St. fence replacement has been completed.

**New Business:**

1) There have been a number of comments from residents that they cannot find the Project Request form on the website. In response to these comments, the Board will look into changing the home page on the website. Secretary Becky Englebright will bring ideas for changing the webpage to the next meeting.

2) There has been some confusion about the date at the bottom of the Project Request form. This date is actually the date that the form was approved by the Board, not the approval date for the project request. Due to the confusion, a motion was made and approved to remove this date from the Project Request form.

3) The Board has noticed an increase in the number of project requests that need to be responded to immediately. The Board stated that they are only volunteers and cannot devote all of their time to answering project requests. Due to this confusion, a motion was made and passed to change the auto-reply on the [cksehoa@gmail.com](mailto:cksehoa@gmail.com) account to remind residents that the Board will need at least two weeks before responding to any project request.

4) The Board decided to change the wording of the Board emails that go out for on-line voting. A motion was made and passed to simplify the language needed in the on-line voting emails.

The next ACC Project Request meeting will be on November 8<sup>th</sup> at 6:30 pm, followed by the Board meeting at 7 pm at Deer Creek Community Church.

The meeting was adjourned 8:40 pm.

- **Becky Englebright, Secretary**