

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

The meeting was called to order at 7:00 pm.

Board members present: Tom Majcen, Gary Englebright, Lisabeth Smith and Becky Englebright.

Residents present: Bernie Sebastian, David Smith and Caryn and Trevor Mitchell.

President's Report:

- 1) President Tom Majcen announced that a new Board member, Lisabeth Smith, has been appointed to the Board.
- 2) Tom reported an ongoing trend in the neighborhood with numerous garages being used for storage, causing lots of vehicles on some streets. This, in turn, sometimes causes the problem of not enough room on a street to drive on the street.

Approval of the Minutes: The June 14th 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 June 2018 report as submitted.

Dues Report: Presently, 487 (64.1%) of the households have paid their annual CKS/E Homeowners' Association dues, compared to 510 (67.1%) at this time last year.

Special Events:

- 1) Dumpster Day: Kristi Zakrzewski is once again chairing the Dumpster Day event. She is working on arranging the date in September for this activity, as well as what will be provided.
- 2) Appreciation Breakfast: The breakfast will be held on September 15th at the Meadows Golf Club. Invitations will be going out the end of July.

Membership/Blockworkers: Nothing to report.

Traffic and Streets: The far right lane on southbound S. Pierce St. from W. Bowles Ave. to W. Chatfield Ave. is actually a bike lane. However, it is not marked as such. Because of this, there tends to be numerous accidents at the S. Pierce St. and W. Ken Caryl Ave. intersection since drivers assume that it is a turn lane. The Board will pursue this with the Jeffco Road and Bridge Division.

COHOPE: Nothing to report.

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) W. David Dr. – RV on premises for more than 72 hours.
- b) W. Walden Dr. – Commercial truck on premises.
- c) S. Yarrow St. – Trash, weeds, condition of yard.
- d) S. Wadsworth Way – Condition of yard.
- e) S. Reed Way – Dead trees on premises.
- f) S. Saulsbury St. – Condition of yard and house.
- g) W. Alder Ave. – Condition of yard and house.
- h) W. Alder Ave. – Condition of yard, house, RV on premises repeatedly for more than 72 hours at a time.
- i) W. Elmhurst Ave. – Trailer on premises for more than 72 hours.
- j) W. Otero Ave. – Bushes partially covering sidewalk.
- k) S. Upham St. – Bushes partially covering sidewalk.
- l) W. Chestnut Dr. – Bushes and trees partially covering sidewalk.

The Board approved closing three violations:

- a) W. Otero Pl. – Downed tree needs to be removed and fence repaired. Tree was actually on CDOT property and has since been removed.
- b) S. Saulsbury St. – Boards supporting fence from outside of fence. Owner has moved the supports to the inside of the fence and has provided the Board with a schedule for when the fence will be fixed.
- c) S. Reed St. – Commercial vehicle in front of home. After the owner responded to the Board about what kind of vehicle was referred to in the friendly letter, the Board determined that the vehicle was not a commercial vehicle.

The Board also discussed the timing for removal of a lien against property on S. Pierce Way. The Board will wait until the selling Realtor requests that the lien be released. At that point in time, the HOA lawyer will be contacted and the lien will be released so that the property can be sold.

Old Business:

- 1) There was no June bill from the HindmanSanchez legal firm.
- 2) Tom reported that he is meeting with Split Rail Fencing Company on July 15th to get a bid to replace the S. Yarrow St. fence.
- 3) Tom reported that the light on the south side of the W. David Dr. and S. Wadsworth Blvd. entrance was not working and has since been fixed.
- 4) The Board discussed starting a new neighborhood project. A motion was made and approved to allocate \$500 for the lawyer to put together a form letter needed for this proposed new project.
- 5) In June, Becky presented an updated Project Request form to show how a homeowner should get the completed forms to the HOA. The new Project Request form is now on the CKS/E website.
- 6) In June, Becky presented an updated Approved Roofing Materials spreadsheet that provides a link between Boral and Gerard. This link is needed since Boral just purchased

the Gerard stone-coated steel product. The new Approved Roofing Materials spreadsheet is now on the CKS/E website.

7) Annie Berger submitted her resignation from the Board since the last meeting, but will remain the Co-Chair of the Parks Committee.

New Business:

1) A discussion was held in June about putting the Scroll on the HOA website, as well as the Scroll publisher's website. In the past, there was a concern about putting the CKS/E newsletter on a website because of the phone numbers and/or emails that were associated with minors' names. However, the CKS/E publisher now deletes that section from the final version so that there is not an issue anymore. Secretary Becky Englebright contacted the Scroll publisher to allow her to put the Scroll on the company website. Becky also contacted the HOA Webmaster about setting up the necessary capability to allow the Scrolls to be put on the website. The cost for this work would be \$60. A motion was made and passed to have the HOA Webmaster do the setup work for this.

2) A suggestion has been made that the Board consider moving our website domain registration from Network Solutions to GoDaddy. This move might save the HOA money. Becky reported that the current cost for renewing Network Solutions starting in 2019 would be \$117.95 per year. After talking with GoDaddy, she discovered that the transfer cost, due whenever the HOA decides to transfer the domain registration, would be \$39.95. This price includes the transfer of all of the HOA products that the HOA has through Network Solutions, plus GoDaddy will honor the current expiration dates that our products have through Network Solutions and GoDaddy will add another year free so that the next time we would have to pay for the domain registration would be 2020. At that time, the cost for all products would be \$58.14 per year. A motion was made and passed to pursue transferring the HOA domain registration to GoDaddy.

3) Since the Scrolls will now be included on the CKS/E website, Becky brought up the question if the individual monthly reports (i.e., the Treasurer's Report, the ACC Report and the Minutes) should still be put on the website. The consensus was that the individual monthly reports, as well as the monthly Scrolls, should be on the website.

4) Since the Board decided to split the ACC into two different entities, Project Requests and Covenant Enforcement, only the Project Request report has been loaded onto the HOA website. Becky asked the question if she should combine both the Project Request report and the Covenant Enforcement report into a single report to be placed on the website. The consensus was that this should be done. Becky will go back and fix the months where this was not done, as well as doing this in the future.

The next ACC Project Request meeting will be on August 9th at 6:30 pm, followed by the Board meeting at 7 pm at Deer Creek Community Church.

The meeting was adjourned 8:15 pm.

- Becky Englebright, Secretary