

## HOA Meeting Minutes

February 9, 2023

Megan James, Vice President, called the meeting to order at 6:31 pm at Deer Creek Church.

**Board members present:** Tom Majcen, Mark Meihaus, Sam Wright, Nick Aab, Brandon Moore, Megan James, Norman Davis and Dani Crane

**Residents present:** 4 residents

### ACC PROJECT REQUESTS:

#### Project requests approved via email vote since last meeting and confirmed:

- West Friend Place – backyard patio paving
- West Nichols Place – siding in approved colors

#### Project requests approved during the meeting:

- South Vance Court – Fence replacement with same materials

**Community Forum:** Resident Question – allowability of pre-fab sheds. Response – must have same paint and roofing materials if visible from the street. Resident concern/reminder – clear ice/snow from sidewalks. Resident request for clarification on potential violations. Clarification provided and follow-up will be completed. Residents' safety concern – speeding on West David Drive and information on actions taken thus far. If observed, please contact the non-emergency line at the Jeffco Sheriff Department.

**Approval of the Minutes:** The January minutes were approved unanimously.

**Treasurer's Report:** The Board reviewed the monthly income, expenses, and balances for January 2023, as presented by Mark Meihaus. A motion was made and passed unanimously to approve the report as submitted. The Board unanimously approved \$500 for storage bins to hold all decorations, as requested.

**Dues Report:** Presently 369 (47.6%) of the households have paid their annual CKS/E HOA dues compared to 384 (50.5%) last year. The dues reminder cards will be mailed within the next 2 weeks to 392 households.

#### Special Events: Updates from Tracey Chizlett:

- Shredding/Electronics Recycling – Sponsoring annual event on September 9<sup>th</sup> from 9:00 – 11:00 am.
- Paint recycling – checking on potential providers to add this service on Dumpster Day.
- Yard of the Month – May – September. Tracey will provide info in the scroll, serve as judge and post a "Yard of the Month" type sign in the winner's yard.

#### Other updates:

- Easter Event – Saturday, April 8<sup>th</sup> from 2:00 – 4:00 pm, at Laurel Park, with the Easter Bunny in attendance. There will be an Easter egg hunt, organized by age groups, weather permitting. Picture for the coloring contest will be included in the March Scroll.
- Movie Nights – In process. \$3,000 has been budgeted for licensing and equipment. Looking at options for purchasing food at these events. Dates TBD.

**Covenant Violation Updates:** Nick reported that there are no violations in the queue. Nick's functions are being transferred to other Board members this month, as planned. Tracey Decker provided SmartWeb training to other Board members.

**COHOPE:** Jeffco Sheriff Dept – 3 commanders at the south station and department is expected to be fully staffed in April. (1<sup>st</sup> time in 2 years). Final approval stage – 350 apartments and parking garage by AMC theatre on Bowles.

**Parks:** No report

#### Old/Backlogged Business:

- New blockworkers will start this month. Replacement of Blockworker Captain - in process.
- Recruitment – Chairperson for the Membership Drive and for the Board election process – in process.
- Assignment of new emails – completed. New PO Box contact – Dani.
- New contract perimeter maintenance – Received 2 bids which Board will review and discuss more at the next meeting.

- Web-site updates: Will continue work on updating information. Current webmaster is retiring. Options for next steps, including possible redesign, is to be determined.
- SmartWeb Project Request Action Plan – Reviewing feasibility of submitting/managing project requests online. Nick will try it out and provide an update at the next meeting.

**New Business:**

- Board unanimously approved moving \$20,000 of HOA funds to a 13-month CD, earning a higher interest rate while maintaining accessibility to the funds.
- Finalization of HOA brand/design – identified project for this year, coinciding with potential website redesign.

The next HOA Board meeting will be March 9<sup>th</sup> at Deer Creek Church at 6:30 pm. The meeting was adjourned at 8:14 p.m.