

**SMOKY HILL HOMEOWNERS ASSOCIATION, INC**  
**BOARD OF DIRECTORS**  
**MINUTES OF REGULAR MEETING**  
**October 10, 2023**

A regular meeting of the Board of Directors (Board) of the Smoky Hill Homeowners Association, Inc. was scheduled for 6:30 PM on Tuesday, October 10, 2023 hosted at the Smoky Hill Clubhouse with the address 5405 S Telluride St, Aurora, CO 80015.

- I. **Roll Call, Call to Order** – Director Maroney called the meeting to order at 6:30 PM. Directors present: Craig Maroney, Haley Foster, Jeff Cox, Jessica Armendariz, and Caryn Winkler. Directors absent: None. Others present: Kevin Christensen from KC & Associates, LLC, and Community Association Manager and homeowners per the sign-in sheet.

Director Maroney noted that a quorum was present necessary to conduct the business of the Board and the Association.

- II. **Appointment of New Board Member** – The Board discussed two homeowners interested in joining the HOA Board. It was determined that neither had submitted a formal nomination application for review. Manager Christensen was directed to email both interested homeowners the nomination applications for submittal.

III. **Approval of Meeting Minutes**

1. The Board reviewed the September 12<sup>th</sup> meeting minutes. After review, Director Foster made a motion to approve the minutes. Director Armendariz seconded the motion. The motion passed unanimously.

- IV. **Financial Report** – The August financials were available for review. It was noted that there was an additional payment in the water line item in August when there should not be. The Board unanimously approved of any checks under \$50.00 requiring only one signature. The Board requested a credit card be set up for the Smoky Hill HOA Board of Directors and Social Committee so social event costs are streamlined.

1. **Budget Discussion** – Manager Christensen confirmed that the information to complete the general ledger and beginning balance transition has been received per the August financials. A 2024 budget will be drafted by Manager Christensen then sent to the Board for review.

- V. **Manager's Report** – Manager Kevin Christensen provided the manager's report. The report included tasks assigned to management, a summary of the agenda, architectural summary and violation summary.

1. **Transition Update Status** – The Board and Management discussed the status of the transition. The improperly billed water had not been refunded. The Dropbox folders had not been updated since they were initially created by Goodwin and Company. A question regarding a \$10,000.00 payment to KC & Associates was asked. Manager Christensen noted this will be researched and an answer provided to the HOA Board.

VI. **Committee Reports**

1. **Architectural Review Committee**

- I. **Architectural Review Request Summary** – Director Cox provided a summary of the architectural files. The report compiled and provided by KC & Associates was not easy to summarize. Manager Christensen confirmed that a simple summary will be provided moving forward.

- II. **Violations Activity Report** – The first September property inspection detailed 165 violations. The second property inspection detailed 99 violations.

- III. **Community Snapshot**

2. **Social Committee** – Director Foster noted the reimbursement for the Labor Day event is in for reimbursement. There is an October event planned for the community. This will be held close to the Elementary School with a food truck starting at 4:30 PM then a parade starting around 5:00 PM.

3. **Communications** – Director Armendariz noted that a flyer and more information will be needed for the upcoming October event and potential newsletter. The plan is to have a newsletter come out about two weeks after the date of the monthly HOA meeting. It was also noted that nominations for house of the month do need to be in compliance with the HOA's Covenants.
4. **Legal** – The Board discussed sending a demand letter to Goodwin and Company regarding the water bill payments and lack of documents provided. Director Armendariz made a motion to approve the demand letter. Director Foster seconded the motion. The motion passed unanimously.
5. **CENCON Update** – No update available.

VII. **Outstanding Business** – Nothing to Come Before the Board.

VIII. **New Business**

1. **Signature Card for Invoice Approval** – The signature card was reviewed. Directors Armendariz, Mahoney, and Cox were the three signatories on the card. Checks must be countersigned, meaning two signatures are required.
2. **HOA Fine Policy** – The request for the fine policy is outstanding with VF Law. Director Armendariz will follow up with the request for the drafted fine policy.
3. **Reduction to Five Board Members Discussion** – The Board unanimously tabled the reduction to five board members and potential appointment of two interested homeowners, pending the further discussion.
4. **Meeting with Legal for Policy Updates** – Director Armendariz will coordinate the meeting with VF Law to update the Association legal policies.

IX. **Resident Forum**

1. A homeowner asked what the process for Board nomination is. It was clarified that the Board can appoint any accepting homeowner to a vacant Board position by a vote.
2. A homeowner noted that she had concerns on the covenant enforcement. The homeowner left a list of the associated addresses and violations for each address for Manager Christensen at the end of the meeting.

X. **Adjournment** – There being no further business to come before the Board at this time, upon motion duly made, and unanimously carried, the meeting was adjourned at 8:06 PM.

Submitted by,  
Kevin Christensen, CMCA, AMS  
Community Association Manager

THE FOREGOING ARE THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON THE DATE STATED ABOVE AND WERE APPROVED BY THE BOARD OF DIRECTORS ON THIS 14 DAY OF Nov 2023.

 Secretary

# OPEN FORUM AND HOMEOWNER SIGN IN SHEET: Smoky Hill Homeowners Association

November 14, 2023

#	Name	Address	Open Forum Participant		Reason/Agenda Item
			YES	NO	
1	Sharon Cathoun	18238 E. BELLEVILLE AVE	✓		
2	IS Burkigh			✓	
3	STEVE CLERKIN	S Richfield		✓	
4	CARL SCHULDIES	5516 S. SEDALIA ST		✓	
5	Tricia Muller	17140 E. Progress CDS		✓	
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