**Charleston Harbor Homes Association**

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| **CHHA****BOARD OF DIRECTORS**Chaz Wood PresidentBrian Bates Vice PresidentJoe McCune SecretaryDick Trischler TreasurerMarlin Roberts MemberCarlos Hernandez MemberRonald Davisson MemberPaul LaVine Member |

**www.charlestonharbor.org**

**August 29, 2017 Charleston Harbor Homes Association Board of Directors Meeting Minutes**

The meeting of the Board of Directors of the Charleston Harbor Homes Association (CHHA) was held at the Shoal Creek Patrol Division Community Room and called to order by President Chaz Wood at 7:07 p.m.

A quorum was present to conduct business.

**Minutes of July 31, 2018 Meeting**

The first order of business was to approve the Minutes of the previous meeting, held on July 31, 2018. There being no changes to those minutes, they were approved as submitted.

**Treasurer’s Report**

The Treasurer’s Reports were read by President Wood and he presented a detailed report of finances for both month to date and year to date up to August 28, 2018. The report was discussed and approved as submitted.

Questions arose from residents in attendance regarding the three certificates of deposit removed from US Bank and temporarily deposited into the money-market account at our current bank. The concern being that the money be deposited into three (3) new CD’s so as not to incur penalties if only a small amount of money was needed in an emergency. The concern was taken under advisement and will be placed on the agenda of the next board meeting.

**Election of Board of Directors for 2018-2019**

Because this was the Annual Meeting, the first order of business was the election of a new Board of Directors for the 2018-2019 business year. It was noted that there were 8 nominees for this election. Ron Davisson made a motion to elect nine (9) board members for the next twelve months. The motion was not seconded. Treasurer Dick Trischler made a motion to elect seven (7) board members for the next twelve months. Motion was seconded by Paul LaVine. After discussion, the motion passed by majority vote.

The persons nominated for the board of directors were:

Chaz Wood Josh Thomas Paul LaVine Ronald Davisson

Katie Wienke Kay Foxe Carlos Hernandez Robert Sullivan

Ballots and proxy ballots were tallied as submitted by volunteers Bob Rauscher, Randy Hayes and David Swiss. All election materials were provided to Brookwater Management as part of Charleston Harbor’s permanent records with the management company. Those elected by majority vote included:

Chaz Wood Josh Thomas Paul LaVine Katie Wienke

Kay Foxe Carlos Hernandez Robert Sullivan

The new Board members present formed a quorum and nominated and elected officers for the new year, as follows:

President: Chaz Wood

Vice President: Josh Thomas

Secretary: Kay Foxe

Treasurer: Katie Wienke

**Reports of Committees:**

**Architectural Control** – No report for August

**Landscape** – No report for August

**Pool** – The estimate provided by Mid-America Pool Renovations for a replacement pool cover was believed to be too high at $17,000.00. We have asked our management company to solicit bids for a new pool cover.

The weather reports indicate that the weather will be above average for the next two weeks and favorable to keep the pool open. This will require approval of the board. Paul LaVine made a motion that pool be kept open for one (1) additional week at a cost of $525.00. Motion was seconded by Josh Thomas. After discussion, the motion passed by majority vote.

**Lake** – We are having difficulty ordering our normal dye for treating the lake. Chaz is looking for an alternative.

**Communications:** The main web site (charlestonharbor.org) has had 3059 pages viewed and 973 unique visitors from August 1 through August 28. There is a lot of interest in our community and our online content.

Google is the largest referrer to our website.

Top five pages searched are:

* Community Links at 181
* Homes For Sale at 162
* CHHA News at 130
* Boards & Committees at 93
* Photos at 76

We currently have 239 neighbors signed up on our Nextdoor web site.

31 homeowners have registered an account with Brookwater Management

**Social –** No Report

**Welcome** – Going back into June we delivered Welcome Packets to the following;

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| Keith Lenart | N Hardesty Ave |
| William & Mary Jo Petit | N Hardesty Ave |
| Ron & Tamara Tucker | NE 69th ter |
| Chris & Mindy O'Brien | N Quincy Ave |
| Greg & Angie Williams | N Quincy Ave |
| Heber Sullivan | N Charleston Dr |

**Lighting** – 5120 NE 71st PL. - Defective sodium vapor bulb. Replaced with new sodium vapor bulb. 6924 N. Hardesty Ave. - defective sensor replaced with new sensor

**Safety and Security** - 1 incident within Charleston Harbor subdivision reported to KCPD for August 2018. On 8-17-2018 Burglary and Truck Theft in the 6900 block of N. Quincy Ave. Our entrance cameras caught license plates during the estimated time frame of this event. The photos have been turned over to the KCPD officers.

**Government Relations** – Nothing to report at this time.

**President’s Report** – This past year has been a year of catching up the maintenance on our infrastructure and amenities. We had work done to the dam that included elevating and leveling most of the top of the dam, installing a spillway and covering both in white “rip-rap”. The cost was $25,900.00.

We also did major upgrades to the pool area. This included adding a 32 x11 foot “tanning ledge” as well as correcting flaws in the coping. A large part of the deck was removed and re-poured for proper drainage, the old tile was replaced and the pool was recoated entirely in a fiberglass-like material with a 25 year guarantee. The price tag on this was $83,010. Which was budgeted over a two year period. Feedback on the pool by residents has been tremendous.

We are now looking at ideas for the kiddie pool. The pool committee has entertained suggestions of a splash pad and a hot tub. They are still looking at options.

We also signed a contract to develop the Quincy Common lots that includes landscaping, erosion control, a patio, a shelter and landscaped wall. This work is capped at $45,000.00 over the next three years. Work is scheduled to begin in September.

This summer we contracted with Brookwater Management to manage the day to day operations of Charleston Harbor. The cost for their services is $15,000 per year ($1,250 per month). We are shifting our scheduled budget for the accountant to cover this cost since we will only use the accountant for end of year audit/review. We also anticipate saving funds budgeted to the attorneys as the management company is able to perform some of the services our attorneys would normally deal with. Just this past month our management company filed liens on our behalf. We are doing our best to use the resident’s funds wisely.

In 2016 the Board sent out a postcard survey to all homeowners to better determine the needs and desires of our community. Based on the feedback from this survey, we have been able to install security cameras, upgrade the pool, we took the first step on completing the walking path around the lake (Repair the dam and spillway). The goal of the board is to improve the neighborhood based on the resident’s feedback.

Growth – We are up to 213 homes in our community. We anticipate some of the lots on Denver Ave being developed in the next year.

Social – We continue to hold the semi-annual clean up days and an annual garage sale. We did not have the organization in the last year to continue the food trucks. We would like to see our socializing grow and it has been suggested to do a block party with live entertainment. We hope to have our social committee look into this. We welcome all ideas and suggestions!

**Old Business**— Delinquent Dues Update – 2018 only delinquencies total $1,440.00. All other delinquencies total $7,689.00. Total delinquent dues including penalties, interest and costs of collections total $9,129.00. This is down from $13,359 reported last August. Three liens were filed in July regarding the “2018 only delinquencies”. Liens have now been filed against all delinquent members.

**New Business**

There is no new business to announce at this time.

**Open Forum**

The following topics were discussed in open forum:

Handicapped parking at the pool. A request was made to designate parking spots at the pool for handicap only parking. Some residents and their guests would benefit from these parking spaces close to pool gate entrances. The matter was discussed and it was brought up that HOA’s are not required to be ADA compliant. It is at the HOA’s discretion to designate handicap parking spaces. It was agreed to investigate petitioning the city to designate an area on the street (Currently designated “no parking”) large enough for two (2) parking spaces as handicapped. It was also agreed to investigate designating the two (2) closest parking spaces in the pool parking lot to the pool gate as handicapped.

Questions were brought up by residents in attendance regarding the meeting minute’s availability. Residents expressed a desire to have the minutes made available sooner. After discussion Carlos Hernandez made a motion that the minutes of the previous meeting (marked “Draft”) be made available electronically to residents and copies be made available at public meetings. Once accepted by the board of directors, the minutes would be updated accordingly and become a part of Charleston Harbor’s permanent record. This motion was seconded by Chaz Wood and passed unanimously.

No parking areas along roads. Ron Davisson brought up that certain “no parking” signs were missing from the roads in and around Charleston Harbor. The board asked that Ron provide the details in written form for review.

Common tracts not getting mowed. Karla Oyler brought up that common area tracts owned by the developer behind her home were not being mowed. Common area tracts have been designated and registered by the developer and are supposed to be cared for by the HOA. The matter was discussed and it was noted that mowing will be put up for bid. All common area tracts will be included in future mowing contracts.

Compliance Committee. It was suggested that we have a compliance committee for covenants compliance issues. It was explained that compliance matters will be handled by the management company who will advise the board of directors of any issues requiring board attention.

Changes in governing documents. Earl Wilson requested that the board of directors amend the bylaws to allow for the community to vote on not only the board of directors, but the officers as well. The matter was discussed and tabled until more information could be obtained. Earl also requested that the declarations be amended to reflect a policy on capital expenditures. He suggested that purchases over a certain amount (Yet to be determined) be put to a vote by the community rather than being voted on solely by the board of directors. The matter was discussed and it was decided that amending the declarations was not feasible at this time.

Changes in dues. Chaz Wood noted that residents have asked him about whether or not the dues would change for 2019. Chaz read Article 5, Section 2 of Charleston Harbor’s Declarations titled “Payment of Annual Assessments”

*“Prior to the beginning of each calendar year… the Board of Directors of the Association shall prepare a Budget for the ensuing calendar year. On the basis of this Budget, the annual assessment for each Owner of each Building for the ensuing year shall be established…”*

It was noted that dues last increased in 2006 by 12.5% to $400.00. This $400 equates out to $33.33 per month. The matter was discussed at length. The matter was tabled pending budget development. While it is not the desire of the board to unnecessarily raise dues, the matter will be considered at either the October or November meeting once next year’s budget is established.

Park benches. Alice Roxburg requested an update on the memorial park benches. To date, one has been installed and the others are awaiting assembly and purchase. A search of the records will need to be made to determine who has reserved the benches. Then we should move forward on having them engraved and stored at the pool storage locker pending installation.

Pro Active Approach. Several residents in attendance encouraged the board to continue keeping up maintenance within the community as well as seeking ways to improve the community.

Meeting Adjourned. Meeting was adjourned at 9:48 pm.