

Kingswood Homeowners Association

Meeting Date: October 16, 2023 – 6:00pm Central

Meeting Location: Held via Zoom

Board of Director's Meeting Minutes

I. Call Meeting to Order

- a. A motion was made by Nancy to call the meeting to order at 6:02PM.
- b. The motion was seconded by Hassan.
- c. The vote in favor was unanimous, motion passes.

II. Establish Board Quorum

- a. **Board Members Present:** Hassan Lakhani, Lisa Newell, Jonathan Bierman, Nancy Williams and Frank Maurino
- b. **Owners Present:** Jake Koors, John DeSando, Matt, David Sladek, Jean Petersen
- c. **Other Guests:** Tom Ruden (PMT)

III. Approve Previous Meeting Minutes (9/27/23)

- a. A motion was made by Nancy to approve the 09/27/23 meeting minutes.
- b. The motion was seconded by Frank.
- c. The vote in favor was unanimous, motion passes.

IV. Treasurer's Report – The Treasurer's report was given by Jonathan Bierman:

- a. **Operating Account Balance:** \$20,822.21 as of 10/10/23
- b. **Reserve Accounts (Combined) Balance:** \$26,861.82 as of 9/30/23
- c. **Delinquent Balance:** \$768.55 as of 10/10/23

V. Committee Reports

- a. None

VI. Old Business

- a. **Draft 2024 Budget**
 - i. A motion was made by Nancy for PMT to distribute the Draft 2024 Budget as finalized during the meeting.
 - ii. The motion was seconded by Lisa.
 - iii. The vote in favor was unanimous, motion passes.
- b. **2024 Budget & Fee Increase Letter**
 - i. A motion was made by Nancy for PMT to use the Budget and Fee Increase Letter as finalized by the board during the meeting.
 - ii. The motion was seconded by Frank.
 - iii. The vote in favor was unanimous, motion passes.
- c. **Assessment Increase & Letter Distribution**
 - i. A motion was made by Nancy.
 - ii. The motion was seconded by Lisa.
 - iii. The vote in favor was unanimous, motion passes.

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d. **Fall 2023 Landscaping Proposals**

- i. A motion was made by Nancy to approve four (4) quotes from Winters Landscaping in the amount of \$12,435 for Fall 2023 landscape work which will include removing Russian Sage from the cul-de-sac islands, plant cul-de-sac island enhancements, plant entrance monument garden enhancements and install mulch
- ii. The motion was seconded by Frank.
- iii. The vote in favor was unanimous, motion passes.

VII. **New Business**

a. **Retainer Agreement with KSN Law**

- i. A motion was made by Nancy to approve the Enhanced Retainer agreement with KSN for \$400/month.
- ii. The motion was seconded by Frank.
- iii. Nancy, Lisa, Frank and Hassan voted yes. Jonathan voted no. Motion passes.

b. **Townhome Pond Concerns**

- i. A resident contacted the City to report weeds and poison ivy growing around the pond.
- ii. Work needs to be done by pond company (McCloud) and not the landscaper.
 1. If cost is less than \$1,000, PMT will have work completed. If greater than \$1,000, PMT will obtain quotes for the Board's review and approval.
 - a. A motion was made by Nancy to approve the above.
 - b. The motion was seconded by Frank.
 - c. The vote in favor was unanimous, motion passes.

VIII. **Open Forum**

- a. None

IX. **Adjourn Meeting**

- a. A motion was made by Nancy to adjourn the meeting at 6:27PM
- b. The motion was seconded by Frank.
- c. The vote in favor was unanimous, motion passes.