

**Kingsgate Highlands Division 3 and 4 Homeowner Association
Board Meeting Minutes - June 10, 2020**

1. Call to order (Mike) - 7:08 (Mike, Darcey, Derek, Mario, Alex, Chris D, Chris A, Scott, and Amador)
 - Guests: Aaron Harold, Allison Hart, Amy Alberts, Astin Carter, Brian Knoblich, Don Hough, Charles (no last name given), Cushla McKenzie, Damien Guard, Jason (no last name given), Lindsay VanderPol, Luis (no last name given), Mattson Larson, Michele Dwyer, Pat Monson, Robert Frank, Scott Weiss, and Shirley Tudhope
2. Guest Presentations/Questions:
 - Don Hough hearing
 - Presentation by Don Hough and his legal counsel of their response to notice of violation
 - Questions and responses by board and homeowners
 - Hearing decision will be made in executive session
3. Approve Minutes: Approved May minutes (6-0 virtually)
4. Financial
 - A. Financials
 - Cash on Hand: \$120,608.22
 - Reserves: \$101,158.75
 - Approved financials: Approved (9-0 virtually)
 - Cash on hand is higher in part due to the cancelled projects of the awning over pool bleachers and park entrance gate replacement.
 - B. Audit Update
 - 2018 & 2019 Audits - no update from the auditors at this time.
 - IRS Returns and Filings - Darcey is contacting possible tax attorneys but most do not do free consultations.
 - C. Current Liens/Legal Recovery of Dues
 - Some homeowners that we have arrangements with have fallen behind due to recent economic conditions; Board will discuss details in executive session.
5. Committees
 - A. Pool Committee (Derek)
 - As part of the Safe Start phased plan for reopening, the Governor approved opening of "Staffed Water Recreation Facilities" - we are working through how to operationalize the guidelines. This is a lot of work and will take time. It will also necessitate increased expenditures to cover very specific requirements.
 - Filter servicing and boiler maintenance are done with our new vendor. All have been tested and are working properly.
 - Pool deck furniture has arrived and is being assembled.
 - Electrician working on the locker room fans - will add humidity sensors at a later date.
 - B. Park Committee (Alex)

- Mike is contacting Waste Management regarding the lack of recent pickups.

C. Covenant Enforcement (Mike Padgett)

- On hold due to COVID restrictions prohibiting HOAs from imposing fines or threat of fines and enforcement.

D. Architectural Control (Alex)

- Some fence repair - lot number not disclosed during the meeting.
- Solar panels on a house - lot number not disclosed during the meeting.

E. Recreation

- Still looking for a new recreation chair. Please contact anyone on the Board if a member is interested.
- Formal 4th of July event cancelled due to COVID limitations. **Motion by Mike to vote, second by Chris D (Approved 9-0)**
- Steak Fry was postponed until later in the summer.

F. Welcoming

- No update

6. Old Business

- None

7. New Business

- Large scale capital projects review
 - Review led to the need to potentially clarify and update the CCRs
- Updating the online posted versions of the CCRs and the Bylaws to incorporate prior changes that had been formally adopted by the community and the Board. Need to all agree that the versions of the formal documents governing the HOA and the pool/park that are posted on the website are true and accurate.
 - Motion to publish the attached Covenants, Conditions, and Restrictions in Appendix 1 as the sole version of the Covenants, Conditions, and Restrictions on the Kingsgate HOA website and agree to the reliance on this document by the Board of Trustees for the purposes of decision-making. **Motion by Chris D to vote, second by Mike (Approved 9-0)**
 - Motion to publish the attached Articles of Incorporation in Appendix 2 as the sole version of the Articles of Incorporation on the Kingsgate HOA website and agree to the reliance on this document by the Board of Trustees for the purposes of decision making. **Motion by Chris D to vote, second by Mike (Approved 9-0)**
 - Motion to endorse the attached Bylaws in Appendix 3 of this document as current, governing and complete by amendment. **Motion by Chris D to vote, second by Mike (Approved 9-0)**
 - Motion to endorse the attached Pool Rules in Appendix 4 of this document as current, governing and complete by amendment. **Motion by Chris D to vote, second by Derek (Approved 9-0)**
 - Motion to endorse the attached Park Rules in Appendix 5 of this document as current, governing and complete by amendment **Motion by Chris D to vote, second by Derek (Approved 9-0)**

- In reviewing the formal documents, particular items were noted that could clarify and/or better publicize existing activities (boats; transfer fee); facilitate better document maintenance (identify responsible board member); and provide more formal process (referencing pool and park rules and homeowner guide in Bylaws):
 - Motion to amend Article XVII, Section 2 of the Kingsgate 3 & 4 HOA Bylaws - Trailered boats. Motion by Chris to vote, second by Mike. ***Motion by Darcey to table, second by Amador (Approved 7-2).***
 - Motion to amend Article XI, Section 8, Subsection D of the Kingsgate 3 & 4 HOA Bylaws - Duties of the Secretary. ***Motion by Chris D to vote, second by Derek (Approved 9-0)***
 - Motion to amend Article VIII, Section 2, (d) of the Kingsgate 3 & 4 HOA Bylaws - ***Motion by Chris D to vote, second by Mike (Approved 9-0)***
 - Motion to amend Article VIII, Section 2, (h & i) of the Kingsgate 3 & 4 HOA Bylaws - ***Motion by Chris D to vote, second by Darcey (Approved 8-1)***
 - Motion to amend Article XII of the Kingsgate 3 & 4 HOA Bylaws - ***Motion by Chris to vote, second by Mike (Approved 8-1)***

8. Executive Session

- A. Discussed the four accounts with special agreements to work toward becoming current.

9:42 Adjourn

Next Meeting: Wednesday, July 8 from 7:30-9:00 @ Online