



## Blackthorne Estates

Annual Meeting Agenda  
Home Owner's Association

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Saturday, February 20, 2020

2:00 PM

Zoom Meeting

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### Call to Order

**Resident Comments (Open for Blackthorne Estates Residents to be Heard on Items Not Included on this Agenda. The Board Shall Make No Decisions or Consideration of Action of Citizen Comments, Except to Refer the Matter to Standing Committees for Consideration, or to Schedule the Matter for Board Consideration at a Later Date. Those Residents Addressing the Board are Requested to turn on their cameras and identify themselves by name and address for the Official Record.)**

### Special

**1 21-0001 Election to Fill Vacancies**

Nominations will be accepted until Monday, February 22.

HAKC will distribute ballots after nominations close and approximately 30 days will be allowed for ballots to be returned.

Ballots will be returned to HAKC and results will be announced.

Per the bylaws, all members are elected as at large members and the board elects the officers for Board.

**2 21-2001 Establishment of Board Calendar for 2021:  
Annual Meeting**

No discussion. Secretary's note – by the Bylaws the meeting is to be held annually in the last quarter of the year. 1<sup>st</sup> Quarter seems to work better for the community and allows for closure of the financials. Consider a bylaw update to move to 1<sup>st</sup> quarter for the annual meeting.

### Communications

**3 21-1001 Neighborhood web site renewal is due on 05/15/21. A volunteer is needed to be the neighborhood website coordinator. Web hosting can be renewed for:**

36 /mo. - \$5.95/mo.

24 /mo. - \$7.45/mo.

12 /mo. - \$8.95/mo.

Volunteers still needed. Web site renewal will need to be addressed before 5/15/21.



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### Old Business

### New Business

#### 4 21-3001 Financials

- Statement of revenue/expense for 2020
- Proposed Budget for 2021

Cash reserves to be evaluated to address the current maintenance needs. Financial information is available to residents. E-mail [blackthorneestateskc@gmail.com](mailto:blackthorneestateskc@gmail.com) or visit the [Blackthorne Estates web site](#) to request copies.

#### 5 21-3002 Notice of Procurement Award to Pinnacle Pools, LLC in the Amount of \$10,200 per year for Pool Operation and Maintenance Services for 2021 and 2022 (Procurement Solicitation No. N/A; Budgeted for Fiscal Year 2022:

Pool Supplies	pool chemicals	\$1,000
Daily Pool Maintenance	\$48/day 7 days a week	\$10,500
Pool Equipment Maintenance	\$354.24X6 month	\$2,300
Pool gate & Cameras		\$2,004

Contract No. 2021-0001)

**Attachments:** [Contract 2021-0001 AGREEMENT TO OPERATE AND MANAGE POOL FOR BLACKTHORNE ESTATES](#)

Previous provider, Icon, sent a letter of notice that they are no longer servicing HOAs

#### 6 21-3003 Full Service Management – discussion of:

- Identification of 3rd Parties capable of providing management services
- Solicitation and evaluation of proposals for services
- Analysis of the impact to the budget and determination of the need to increase member dues (if any) to address both the added cost of these services and any existing, or potential upcoming community maintenance activities or expenditures.

Discussed. No Action taken.

#### 7 21-3004 Trash Services –discussion about the future of trash, recycling and yard waste services.

Discussed. No Action taken. Opportunity for the new board to address if Waste Management moves to every other week recycling collection.

#### 8 21-3005 Other recurring or potential expenses:

- Lawn/landscape maintenance
- Pool repairs – repairs needed at the pool or potentially needed in the future include – repair to the concrete deck, repair/replacement of the coping, recoating of the pool interior and maintenance of the fence



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Pool committee to be formed to address current and long-term maintenance needs. Volunteers for the committee at the meeting included Jennifer Gilstrap, Susan Palucca and Dena Fortini. Jennifer Gilstrap to take the lead in organizing the committee members. Condition of the coping at the pool is a particular concern. Byron will discuss with the pool company coordination with the pool committee pool maintenance activities.

- Continued removal/replacement of dead or diseased trees in common areas including removal of diseased/dying Ash trees, removal of additional diseased/dying pine trees and planting of trees in the common areas to replace trees which have been removed.

Still additional maintenance to be addressed. Trees removed in the summer have not had the stumps ground out. HOA Board to review with landscape company and work toward removal of the stumps. HOA board to review additional maintenance needs for common areas.

- Entryway Fountain maintenance and repairs – regular monthly maintenance to keep the fountains running and periodic repair and replacement of components
- Attorney and HAKC services

#### Scheduled Meetings and Events

*Scheduled Meetings:*

*Scheduled Events:*

#### Other Business

#### Adjourn