



# Kissing Camels Property Owners Association, Inc.

## BOARD OF DIRECTORS REGULAR MEETING February 24, 2022 MINUTES

**CALL TO ORDER** – At the direction of the President, the meeting was called to order at 3:00 PM.

**Attending** – Quorum was established:

Board President	Matt Coleman	Present
Vice President	Luke Travins	Present
Secretary	Marie Parkinson	Present (Zoom)
Treasurer	Bill Sanden	Present
Board Member	Scott Hente	Present
Board Member	Sandi Swinford	Present
Board Member	Mark Holthouse	Present

Diane Hampson, KCPOA Community Manager, and Teresa Lamothe, Assistant Manager were in attendance.

### **Announcement by President**

Management is recording this meeting for the purpose of verifying the minutes; the executive session will not be recorded. After management composes and the EB verifies the minutes this recording will be deleted. This announcement will become standard practice incorporated into minutes going forward. This is a procedural change to assist the EB and management office.

### **Introduction of Guests in person or via Zoom**

### **Review and approve minutes from January 27, 2022, Regularly Scheduled Meeting**

A motion was made to approve the minutes from January 27, 2022, as amended. (Hente/Holthouse). Motion carried.

### **Manager's Report – Diane Hampson**

1. Diane Hampson reported on ongoing action items and elaborated on the activities covered by the various committees. Highlights included:
  - a. Website launch – 246 members are registered
  - b. Security Standard Operating Procedures
  - c. 2022-23 Budget
  - d. Insurance
  - e. Assisting with the Covenant amendment project

## **ARC and CALM – Sandi Swinford**

1. ARC
  - a. A motion was made to appoint Fred Van Vurst to the ARC as an additional Committee member (Swinford/Travins). Motion carried.
  - b. ARC very busy, projects are moving forward as expected.
2. CALM
  - a. Sandi presented the Timberline 2022-2023 landscape contract for approval. The contract increased by approximately \$600. There is one small change to the contract: Timberline needs to correct the statement that six more dog stations are being added (these were added last year.) Diane will have the correction made and send out the standard KCPOA contract for signature. A motion was made and seconded to approve the 2022-2023 landscape contract with Timberline Landscaping for \$40,613.08 (Swinford/Travins). Motion carried. Diane notified the Board that Taylor Matthews is being replaced by a new project manager. Both he and the new project manager will be at the next CALM meeting for introductions.

## **Covenant Committee (Marie Parkinson)**

1. Marie Parkinson presented the Signs and Flags Policy for adoption. After a discussion with Scott Hente, two items were changed:
  - a. iii a and b: Change from one set of elections (national to national and local elections). "a. During national election periods, from September 15 until November 15 ... ", and "b. for all other election periods, from six weeks before to one week following the election date ...".
  - b. Item D was a misprint. It was amended to "C."
  - c. The Signs and Flags Policy replaces number 2.25 of the Use, Maintenance, and Living Environment Standards regarding political and owners signs related to construction or real estate.
  - d. A motion was made and seconded to adopt the Signs and Flags Policy (Parkinson/Hente). Motion carried.
2. Hearing results of the treehouse in Common Area: The Covenant Committee maintained that the owners responsible for erecting the tree house must pay \$3800 as reimbursement to KCPOA to remove the tree and debris around the tree house.

## **Infrastructure Committee (Mark Holthouse)**

1. Fiberoptic lines: The IC is considering proposals to lay its own fiberoptic lines to operate security technology within KCPOA. Currently KCPOA piggybacks on GOG's seven fiberoptic strands. The IC received two bids for fiberoptic lines, from \$140k to \$170k. IC Member Ron Johnson is also looking into wireless technology. The IC will consider options before coming to the EB to recommend the best fit for communications technology, and it may be a consideration in the 2024 budget.
2. RRP1 Development Agreement. There are still disputes over impact fees from homeowners. KCPOA maintains that owner impact fees are due and payable, whereas Toll Brothers does not. Toll Brothers also requested two amendments to the RRP1 Development Agreement. Ron Lehmann approved it and the IC intends to recommend EB approval at the next meeting.
3. RRP4 – Development Agreement has been executed by KCPOA and KC5. KC5 intends to close their sale of RRP4 to Toll Brothers in February.

4. Westgate – Developer has posted a new \$50K Letter of Credit and we continue to hold their \$63K Road Degradation Fee.
5. Drainage Study – Study is underway; expected completion in May.
6. 2022 road maintenance planning is underway and should be complete in a few weeks; the 10-year plan will be updated thereafter.
7. Potholes and cracks at the North Gate were filled for under \$500. Any further work needed on roadway, curb, and gutters will be part of 2022 plan.
8. Signature Golf Point roadway was apparently never accepted by the IC / KCPOA. IC is addressing this.

### **Security Committee – Luke Travins**

1. Fence behind King Soopers Privacy Wall: Taylor Fence will install the outriggers in March. Rowcal submitted the lowest bid for tree/brush removal on the fence. Rowcal's bid (\$2,500) was 40-50% less than the other 2 bids.
2. New Speed Sign will be installed early spring weather permitting.
3. Security Assessment Report:
  - a. Fencing: augment cattle fence on North side with extra strands (Diane will get bid)
  - b. Cameras: add perimeter cameras to high-risk areas: by King Soopers, at Mesa Rd where fence is short, Patterson Prudential building looking at our fence (Kevin Patterson offered). Waiting on bids.
  - c. Detailed Security Packet in the New Resident Welcome & Orientation Packet: register for alerts, general rules & guest protocols, FAQ's, etc. Working on additions.
  - d. Landscape: cut back areas around all gates and short fence areas to prevent hiding from cameras. Will be part of spring cleanup by Timberline.
  - e. Install Removable Flex-Bollards between Resident/Visitor Lane at main entry (need Ivan's input after summer test with cones)
  - f. Security will begin patrolling the Nature Trail once a month to watch for suspicious activity and illegal structures.

### **Finance Committee – Bill Sanden**

1. Under old business, the FC has sent out "customized" general ledger categories to committees to solicit budget numbers for 2023. Deadline for responses is February 28. Diane noted there are some outstanding budget items that will not be determined until March, such as flowers, tree health, and security needs.
2. The investment account is in process to move to Stifel. To complete the transition, the Board needs to approve Leroy Hoelting as an additional signer. **A motion was made and seconded to add Finance Committee Member Leroy Hoelting as a signer on the account so that he may communicate with Greg Garcia/Stifel (Sanden/Travins). Motion carried.**
3. A CD Maturing on February 25 will be rolled over in the existing account.
4. New business covered discussion for revisions to the collection policy. The goal was to update and streamline the existing policy, with emphasis on tightening time lines for collection. A revised draft will be reviewed at a later meeting. The final policy will need to be approved by the Board, likely with an effective date of July 1, 2022.
5. Three reserve study proposals were discussed, with a decision to schedule a Zoom meeting early in March for a brief Q&A and to engage one of two firms selected. The two finalists were Reserve Advisors and Association Reserves. To proceed to complete the study to include in the 2022 audit by June 30, a motion was made and

seconded to authorize the FC to select a Reserve Specialist to conduct a reserve study for a not to exceed amount of \$5,000. (Sanden/Swinford). Motion carried.

### **Covenant Change Task Force – Scott Hente**

1. Scott Hente reported the progress of the Covenant Amendment. The EB approved the verbiage of the amendment last month, and all verbiage was confirmed with Altitude Law attorney David Firmin (Firmin) and in-house volunteer counsel, Ron Lehmann.
2. A question was raised on whether to have two separate votes: one for housekeeping items (ACC name change and increasing number of ACC members) and the amendment related to Alternate Dispute Resolution (ADR). Firmin separated the issue into two votes.
3. Issue about which sub associations could vote. Three of the subs will not vote, which are also called legacy associations based on historical precedence: The Park, Camels Ridge and the Courtyards.
4. Question about if the subs cannot vote, will the amendment apply? Scott will confirm with Firmin.
5. Matt is meeting with sub association Presidents to discuss the amendment.
6. The Board must approve the address list as of a certain date. Sandi and Scott will send the approved list for EB vote, which will be ratified at the next EB meeting.
7. Sandi: the amendment letter and ballot will be mailed prior to the Town Hall Meeting on March 22, 2022. Therefore, owners will be able to drop off their ballots at the meeting. There will also be a dedicated email account ([ballot@kc-poa.com](mailto:ballot@kc-poa.com)) for owners to electronically send in their ballots or submit questions.
8. Matt provided an amendment FAQs document which President Coleman asked the EB members to review and provide commentary to Scott and Sandi.

### **Town Hall Meeting – Matt Coleman**

1. Meeting will be held at the Three Graces Room instead of the Masonic Hall. It will also be broadcast via Zoom.
2. Garden of the Gods matched the price charged by the Masonic Hall and LAV separately for A/V equipment.
3. Topics
  - a. Hot items
  - b. Developments
  - c. Covenant Amendment
    - i. David Firmin, Altitude Law, will attend the meeting

### **Resident Survey – Matt Coleman**

1. Matt introduced the topic of conducting a member survey to obtain demographic information, performance feedback, and other topics of interest to KCPOA. The survey will be launched in the summer. Matt asked all EB members to consider the sample questions provided and amend or add to the survey. It will be a topic at future meetings.

Meeting adjourned at 4:35 pm.

Respectfully submitted by Diane Hampson