



Kissing Camels Property Owners Association, Inc.

BOARD OF DIRECTORS REGULAR MEETING March 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 Sheridan Rohde, 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 February 24, 2022, Regularly Scheduled Meeting

A motion was made to approve the minutes from February 24, 2022, as amended. (Holthouse/Parkinson). 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. Introducing Sheridan Rohde, Assistant Community Manager.
 - b. Website contract: Phil Ray/Sunbird submit a contract for website administration for \$375/month. Includes unlimited website postings. Total website registrants: 295.

- c. We have many members that are not electronic (no email, texting). There are options for receiving governing documents as a courtesy.
- d. Allie Johnson will begin April 4th as a part-time employee for KCPOA. Will start at 15 hours per week. Will be greeting visitors at the front desk, administer the kadmin email address, and answer the phone number, 719.623.2655. This is an experiment to determine if a part-time employee will help with current workload. Matt: there is concern about the Care Team not delivering what was expected.
- e. Publishing another issue of the Chronicle. Articles due by April 3, 2022.

ARC and CALM – Sandi Swinford

1. ARC

- a. 3685 Hill Circle: Owners received a formal letter to remove all materials. This occurred after the owners tried unsuccessfully to mediate a resolution with their builders.
- b. Regarding interim documents during new construction – all homes: The ARC and Management have encountered challenges with most owners who are building homes. They do not readily provide interim information to the ARC, i.e., Top of Foundation and Top of Roof Certifications. Management must chase this information, and the builders continue with construction even though these certifications have not been received and verified. This may cause compliance issues for specified homes in the future.

2. CALM

- a. Flowers are on order. Challenge is to keep the flowers within a reasonable budget and maintain variety of colors and types.
- b. Nature Trail connection to RRP1 is under discussion. Mark Holthouse was wondering if the project should be postponed until next summer, expressing the view that it may best to delay it until Toll is well along or done with the work on RRP1. Sandi stated the trail connection is in preliminary planning to determine route, price, etc. Construction may not begin until next season (2023).
- c. Tree Health Care for 2022-2023 season was presented. There was no change from last year, \$7,596.00.
- d. Discussion about tree replacement on Kissing Camels Drive: what is KCPOA committed to replace? Per the Property Maintenance Allocation Agreement, Garden of the Gods (GOG) is contracted to maintain the trees along Kissing Camels Drive. There has been no progress to encourage the GOG to replace the trees that have been lost along KCD. Matt asked CALM to revisit and discuss what is needed so Matt may approach the GOG leaders to ask when they will be replaced. Luke: Some of the trees were removed to provide better visibility along the KCD view corridor.

Covenant Committee (Marie Parkinson)

- 1. Marie Parkinson presented Lyn Hente's Volunteer Application. **A motion was made and seconded to appoint Lyn Hente to the Covenant Committee (Parkinson/Sanden). Motion carried; Scott Hente abstained.**
- 2. **Matt: Ken served very capably as Covenant Committee Chair.** Last December, he decided to step down as Chair at the end of March. Matt asked

Marie to serve as Chair. **A motion was made and seconded to appoint Marie as Covenant Committee Chair (Hente/Travins). Motion carried.**

Infrastructure Committee (Mark Holthouse)

1. RRP1 Development Agreement. Delayed.
 - a. There is confusing language regarding whether there is one impact fee or two impact fees. Toll Brothers made an offer, KCPOA countered. Assuming this issue is resolved, Toll Brothers will pay the \$2,073 per lot impact fee on Red Rock Point 4. Understanding that decisions are not made at the local level; all decisions are made at the corporate level in another state.
 - b. Changing indemnification language. The IC asked Toll Brothers to draft this language, which is more favorable to both parties.
2. Red Rock Point 4: Diane invoiced Toll Brothers for recorded platting fees, pro-rata assessments for March and quarterly assessments for April – June. Total revenue: Approximately \$114,000.
3. Road Maintenance: The IC is updating the road maintenance plan which will include an approximate 25% increase, which is a result of accepting the roads inside NorthPointe, RRP1 and RRP4 roads over the ten-year period. The numbers this year are as expected for the 2022 road work season.
4. NorthPointe: The IC is measuring the key retaining wall to assure there is no settling before KCPOA accepts ownership of the wall.
5. The IC is investigating what may be required for high bandwidth communications infrastructure: whether fiberoptic, radio frequency, or other technology that will be best adopted for continued internal communications. Determining knowing what KCPOA needs before sending RFPS.
6. Signature Golf: The IC is in the process of reviewing the steps necessary for accepting the road on Signature Golf Point.

Security Committee – Luke Travins

1. Recent Thefts: what we have done:
 - a. Sent email & text notifications to residents
 - b. Called every house in area of thefts (approx. 45 homes)
 - c. Had unmarked patrol cars stationed in Edgecliff area during dark hours
 - d. Notified Toll bros and other contractors working in that area
 - e. Each victimized resident made an individual police report
 - f. Reviewed security cams for clues
 - g. Will be topic slide at Town Hall
2. Fence behind King Soopers Privacy Wall: Taylor Fence will install the outriggers by the end of April.
3. New Speed Sign will be installed early spring, weather permitting.
4. Registrations for Website etc.: much better than previous months; registration for each:
 - a. Website – 287 registered
 - b. eBlast – 624 subscribed
 - c. Text alert – 585 subscribed
5. Security Assessment Report:
 - a. 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.

6. Securitas and staffing:
 - a. Concern about loops needing to be closed regarding additional staff, training, and gaps in Security.
 - b. Luke and Diane will have a meeting with the new Regional Manager regarding expectations. This will occur next week.

Finance Committee – Bill Sanden

1. Currently in the black by approximately \$4,000.00
2. A CD maturing came due and was rolled over with an interest rate of 1.75%.
3. **A motion was made and seconded to accept the February 2022 financials (Sanden/Parkinson). Motion carried.** Mark Holthouse called attention to the Board that there was a large expense for storm cleanup (from December) which brought the total storm cleanup expense to more than \$34k.
4. Legal expenses: all legal expenses related to last year's legal actions were paid.
5. 2023 Budget:
 - a. Deficit next budget year is largely because of the legal contingency deductible.
 - b. The FC will present a recommended budget in May.
6. Insurance renewal:
 - a. Total premium \$12,872.00
 - b. KCPOA deductible for the D&O policy contains a \$50,000 deductible and defense claims are "inside the limits."
 - c. The umbrella sits on top of the D&O which allows for additional coverage.
 - d. **A motion was made and seconded to accept the insurance proposal as presented in the Board packet (Sanden/Holthouse).**
7. Revised Collection Policy still in progress, would like to implement it by July 1.
8. Reserve Study: the vendors are being interviewed.

Covenant Change Task Force – Scott Hente

1. The voters list was certified on March 10th. **A motion was made and seconded to ratify the email vote taken on March 10 that certified the voter's list for the current election (Hente/Swinford).**
2. The date is critical because it determines the actual number of votes that Toll Brothers is allowed to case. RRP1. The plat on RRP4 was recorded March 16th, so KC5 will cast two votes for the RRP4 parcel, because the parcel is in two filings.
3. Ballots went out on March 22. They should be hitting mailboxes this week.
4. There are numerous ways to return the ballot:
 - a. Mail it back.
 - b. Return to the KCPOA office
 - c. Scan and email it to ballot@kc-poa.com.
 - d. All ballots will be date-stamped and tallied. The ballots will also be audited by Altitude Law.
 - e. KCPOA is allowed by law to track the votes and tally them as to who has voted yea or nay.
 - f. Two letters being sent to the owners, one week apart, to campaign in favor of the amendments. One letter was signed by the Board, the second letter was signed by former presidents.
 - g. Discussion: how to send ballots to individuals who did not receive the ballot in the mail. Scott and Sandi will manage them as they come in.
 - h. Sandi spoke to the KC Women's Club and will attend the April meeting to discuss the amendment.

- i. There is a secure place in the KCPOA office for the ballots to be stored. All ballots will be date-stamped.

Town Hall Meeting Recap – Matt Coleman

1. Attendees: 77 presents, 53 online.
2. Facilities worked well. All AV services were covered.
3. Parking was an issue.
4. Zoom worked great, all comments and speakers were heard.

KC Townhome Task Force

1. George Garro took the lead and contacted some of the Board members in KCTH. The Board in KCTH did not express any interest in becoming members of KCPOA.
2. KCTH Roadwork will begin within a couple of weeks. KCPOA is unable to assess impact fees to KCTH.
3. KCTH Task Force will sunset with no further action.

Legal Counsel for KCPOA

1. There was a recommendation to have an attorney present at certain meetings.
2. Ron Lehmann has been available and accessible but wants to be less active than he has been in the past.
3. Matt researched the cost for this service and approached David Firmin/Altitude Law who wrote the amendment currently being voted on. David provided a proposal for retaining services including the following:
 - a. Two member meetings for two hours
 - b. \$30 per hour reduction in other legal work
 - c. Meetings for up to 120 minutes a month
 - d. Unlimited phone calls
 - e. Estimate for this service is \$2,000/month.
4. It was agreed that the budget for next year should incorporate an amount to pay for legal services such as discussed. Proceeding with any particular law firm will be subject to budget approval and a vote of the board at a future meeting.

Annual Meeting

1. Tentative: Wednesday, August 31, 2022, at 5:30pm
2. Nominating Committee Chair: Luke Travins
A motion was made and seconded to appoint Luke Travins as chair to the Nominating Committee with the authority to select two others to the Nominating Committee for the purpose of nominating at least three successor board members to those that are rolling off the Board: Sandi Swinford, Marie Parkinson, and Bill Sanden (Swinford/Holthouse). Motion carried.

Meeting adjourned at 4:54pm.

Respectfully submitted by Diane Hampson