

**BOARD OF DIRECTORS
REGULAR MEETING
April 28, 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 (Zoom)
Board Member	Scott Hente	Present
Board Member	Sandi Swinford	Present (Zoom)
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: No guests.

Review and approve minutes from March 24, 2022, Regularly Scheduled Meeting

A motion was made to approve the minutes from March 24, 2022, as submitted (Hente/Travins). Motion carried.

Manager’s Report – Diane Hampson

- Diane Hampson reported on ongoing action items and elaborated on the activities covered by the various committees. Highlights included:
 - Introducing Allie Johnson, the new KCPOA administrative assistant.
 - Hampson reported that there is a need for real estate for the dumpsters for Spring Clean-up. She will ask Toll Brothers if RRP4 would be available for this.

- The office sent out an eblast and text message to all the owners regarding the East Gate closure on May 2nd. There was a discussion about whether to open the construction gate for homeowner use. This was discussed at length by the Board. Opening the gate may become a liability because of large vehicles passing through and construction materials and debris on the road. In addition, the road base would be further compromised by increased traffic. The Board maintains that the construction gate will not be open for residents.

ARC and CALM – Sandi Swinford

- **ARC**

- The ARC received plans for the Featured Home in Red Rocks 1. However, the ARC did not give approval for vertical construction as they are waiting on the approval of the RRP1 DA addendum. When the addendum is approved, they will provide Toll Brothers with construction approval.
- 3650 Hill Circle: This item has been moved from the ARC to the CC. Mediation was unsuccessful, Hampson spoke with Covenant Committee Chair Marie Parkinson and gave notice to the owner that KCPOA will start fining for non-compliance following the 30-day cure period, which is May 16, 2022.
- There have been difficulties securing accurate Top of Foundation and Top of Roof Certifications, referenced to the specified benchmark. Builders continue with construction even though these certifications have not been received and verified. The ARC is discussing how to receive these documents in a more timely manner and ensure the respective builder understands the specification.

- **CALM**

- CALM is recruiting volunteers for Spring clean-up in the community, which will occur Saturday, June 4th at 9:00 am.
- Swinford and provided a proposal from Timberline. #21487. A motion was made to approve the Mulch request for \$7,258.19 (Swinford/ Hente) Motion carried. Diane verifies the expense would not be incurred until after July 1.
- Christmas Décor with Timberline: There was an increase in the 2022 price as a commercial wreath had been destroyed in the December 2021 windstorm. There is also a 15% discount for early installation. A motion was made to approve the contract with Christmas Décor for \$24,493.87. (Swinford / Parkinson) Motion carried.
- Garden of the Gods Club (GOGC): Swinford met with Caleb Poe who confirmed that GOGC did have a budget for trees. However, Poe was not aware that median trees were GOGC responsibility. Swinford noted that she will follow up with Poe regarding possible tree replacement along Kissing Camels Drive. The time frame for this is June, but possibly later.

- Travins mentioned potential irrigation issues on North Hill Circle from GMP to the Rec Center. Hampson stated that there were some irrigation breaks because of construction on Grand Market Point. She alerted Timberline to the concerns, noting it is early in the season and the turf is just now coming out of dormancy. Timberline is making necessary repairs. Diane will continue to monitor.

Infrastructure Committee (Mark Holthouse)

- A-1 Chip seal contract for Type 2 Slurry Seal, total proposal: \$64,516.47. Work impacts the “Brooks” except for Hillbrook (CSU work will occur on parts of Hillbrook). Bruce Barbarick, IC asphalt consultant, will provide on-site project management under his existing contract. Holthouse made the motion to approve this contract per IC recommendation (Holthouse/ Travins). Motion carried.
- Amendment to the Temporary Haul Road Agreement calling for Toll Brothers to simultaneously repair the damage to Grand Market Point (GMP) after completing the sewer line connection underneath GMP. The East gate will be closed for 2-3 weeks during this work. Holthouse made the motion to approve the amendment per IC recommendation (Holthouse/ Hente). Motion carried.
- The Amendment to the Development Agreement for RRP1 as modified from the previous version to include a Construction Impact Fee of \$1200 per lot, subject to the standard COLA terms. For RRP1, this will result in Toll Brothers paying approximated 88% of standard Impact Fees, which the IC considers reasonable based on the expected damage to KCPOA roads. Holthouse made the motion to ratify the amendment per IC recommendation (Holthouse/ Hente). Motion carried.
- The IC received two proposals outside the IC meeting; both contracts received IC email approval to recommend them to the Executive Board for execution:
 - Mountain Range Concrete provided a proposal to complete necessary curb and gutter work on the east side cul de sacs. The cost is \$25,231.00. Holthouse made the motion to approve the contract per IC recommendation (Holthouse/ Hente). Motion carried.
 - Schmidt Construction provided a proposal to conduct Remove and Replacement of asphalt at the east end cul de sacs during the 2022 road work season. The cost is \$169,314.66 with an optional \$15,763 to stabilize unsuitable areas. Holthouse made the motion to approve the contract per IC recommendation (Holthouse/ Hente). Motion carried
- Update 10-year road maintenance plan (RMP). The plan was adjusted to work with increasing inflation costs. Calculating the numbers going up to 6% for the next two years. The IC approved the RMP, which Dian will post to the website.

Security Committee – Luke Travins

- Travins and Hampson met with the new Regional Supervisor at Securitas, Kevin Fangmeier to discuss expectations, concerns, and providing support for the

Security Officers at KCPOA. Ryan discussed the challenge with hiring and retaining talent, noting that the Officers at KCPOA have a starting wage of \$14/hour, which is not as competitive as desired. Based on this discussion, Travins made the motion to increase all Officers' wages at the Security gatehouse by \$1 and increase starting wage from \$14 to \$15 so that KCPOA continues to attract and retain its Officers (Travins/ Parkinson). Motion carried.

- President Coleman asked Travins if KCPOA has enough Security staffing, in light of ongoing construction and an increase in trespassing incidents. Travins and Hampson continue to monitor and will make recommendations if additional staffing may be necessary.
- There have been around 2-3 trespassers every month. Coleman brought up concern about the fencing along the Eastern boundary of KCE and perhaps other places. There may be a need to add more cattle fencing along that area of KCPOA to deter trespassers. Travins and Hampson will investigate costs.
- The SCC is working toward revising the Fire Mitigation and Evacuation manual as the current manual was published in August 2013 after the Waldo Canyon Fire. Bekah Wisham, a SCC member and employee of the CSFD is taking point on the revision.

Finance Committee – Bill Sanden

- The March financial report was presented but there was no recommendation to receive it because of reporting errors. Sanden stated a corrected report will follow in the May Board packet.
- The 2023 proposed budget is being finalized; the FC needs a few key figures then will present it at the May meeting.
- The Reserve Study is underway. Hampson is awaiting confirmation on the site visit.
- Transition to Stifel Investments. A Board Member resolution is required to allow Stifel Investments to add Board members as signatories. Sanden made a motion to approve the resolution to authorize the signatures on the Stifel account (Sanden/ Hente) Motion carried.
- President Coleman mentioned that RowCal's accounting software is not providing accurate reports. After meeting with Jason Stephenson, Director of Management Services at RowCal, the FC has concluded that RowCal cannot provide the accounting reports we need for effective management and oversight. This should be a consideration as KCPOA considers the future of our relationship with RowCal.

Covenant Change Task Force – Scott Hente

- Hente and Swinford shared the latest voter roster report with the Board and discussed campaigning for the last few weeks of the vote to solicit more homeowners to participate. The timeframe to vote ends on the 22nd of May.

- Some homeowners in the community asked if they could revoke their ballot and change their vote. Hente conferred with legal counsel and found that state law prohibited revocation of a ballot once submitted.

Nominating Committee – Luke Travins

- Travins made the motion that the Nominating Committee consist of Luke Travins, Brad Harvey, and Kevin Patterson for the next election. (Travins/ Hente). Motion carried.
- There are three positions available; Sandi Swinford and Marie Parkinson both served two terms and are rolling off the Board. Bill Sanden served one term and does not wish to serve a second term.
- Nominations for the Board shall be accepted until the end of May. Travins and the Committee are actively recruiting.

New Business

- President Coleman discussed the drought. Water is a diminishing resource, and it is something that the Board will need to come to terms with as it will affect the entire community. Recommendations to encourage owners to xeriscape and use less water on lawns may be part of the Board's narrative. Coleman asked ARC Chairman Rist to see if a task force could be formed to conduct a more thorough investigation of water costs. Rist will report her findings so the Board can implement a long-term strategy to conserve water.

Executive Session

- The meeting adjourned to Executive Session. Hampson and Rohde were dismissed because the management agreement was discussed.

Open Meeting

- The meeting reconvened to Open Session at 4:45 pm, then adjourned immediately thereafter.

The next meeting will be May 26, 2022, at 3:00 pm.

Respectfully submitted by Sheridan Rohde