



**SECURITY AND COMMUNICATIONS COMMITTEE MEETING**  
**January 20, 2022**  
**MINUTES**

**CALL TO ORDER** – The Security and Communications Committee meeting was called to order at 3:30PM at 1365 Garden of the Gods Road, Suite 108 by Chairman Luke Travins.

**Establish Quorum** –

|                     |                 |         |
|---------------------|-----------------|---------|
| Chairman            | Luke Travins    | Present |
| Committee Member    | Chuck Jordan    | Present |
| Committee Member    | Ron Johnson     | Absent  |
| Committee Member    | Brad Harvey     | Absent  |
| Committee Member    | Delmar Wedge    | Present |
| Security Consultant | Fletcher Howard | Present |

Diane Hampson, KCPOA Community Manager, Teresa Lamothe Assistant Manager, and Ivan Cubelli, KCPOA Security Supervisor were in attendance.

Quorum was established.

**Review & approve minutes** – The minutes from November 18, 2021, were approved as submitted (Jordan/Wedge). The minutes from January 20, 2022 will be compiled by Teresa Lamothe and given to committee members for approval.

**Introduction of Guests** – Rebekah Wisham (CSFD), owner, 3925 Elisa Court. Becca has lived in KCPOA for seven years and has been a Colorado Springs Fire Fighter for 16 years, 12 of which were specifically at Station 5. Station 5 is dispatched first to the KCPOA location. As a responder she been aware of incidents and can offer suggestions for improvements to those incidents. Becca would like to volunteer on the SCC, in particular, participate in discussions, raise questions, and propose solutions to ensure future safety and security for the community.

**Resident open forum questions and comments** - none

**Updates:**

- a. Security Incident Review – Ivan Cubelli, KCPOA Security Supervisor  
Nothing new to report.
- b. Gatehouse Staffing Review - Ivan  
Staff training has been completed to correct future distribution of Yellow Page phone books by a delivery service inside KCPOA.

- c. New RFID System – First Responders Hangtags  
The Committee discussed distribution of hangtags.
- d. Speeding – Recent Report – Dashcam Use  
The dashcam is off right now due to the company car is in the repair shop.
- e. Fillmore Construction Gate – 7A.M.  
Ivan issued a new code to Al Watson of Toll Brothers; their sub-contractors can no longer enter before 7A.M.
- f. New Patrol Car Cell Phone – Call Forwarding  
Ivan will program the cell phone to call forwarding as directed by the Chair.
- g. Christmas Lights – Interfering with Gate Operators and RFIDs  
Ivan reported after changes were made, Security experienced minor interruptions with no further issues.
- h. KCTH – Road Work  
Upcoming road work at the Kissing Camels Townhomes will have asphalt construction trucks using the main gate.

**Discussion:**

- a. December 10, 2021 Fire on Smoochers Circle  
Knox Boxes & First Responders Gate Access / Emergency Locked Open  
The Chair discussed the importance of proper equipment installed at the East gate. The Manager noted that Taylor Fence is due to install the rapid entry system immediately upon receipt of equipment.
- b. KCPOA Communications and Digital Presence  
Rebranding KC-POA.com.  
The new website is up and running. The old email addresses have been shut off. The manager has approved over one hundred residents' submittals to registrar onto the new website. An extra step is taken by management for additional security and that is to verify each submittal is coming from an owner of record. There have a few submittals from non-residents in which Diane sends an email to the owner who has to provide authorization. Diane also mentioned the "Event Calendar" is available to view agendas & minutes which are listed in chronicle order.
- c. Wildfire Prevention / Mitigation  
The Chair mentioned the Marshall Fire in Boulder is a concern to KCPOA and all of Colorado. Luke discussed this Committees needs to discuss wildfire prevention & mitigation from time to time. Luke asked Becca to look through the associations 2013 Emergency Evacuation and Survival Information Manual currently in place for KCPOA and provide updates where possible from a CSPD viewpoint. Luke also discussed preventative maintenance tips for residents such as requesting residents to trim back bushes and other useful options that Becca could provide the SCC. Fire hydrants inside KCPOA, location and color of paint was also discussed.
- d. Toll Brothers - Prospective Homebuyers Policy  
The Chair discussed notes received from the IC regarding a new Toll Brothers Prospective Homebuyers' Policy while inside KCPOA. The SCC will have the opportunity to develop the policy along with the IC.

The items in the policy may consist of controlling the number perspective buyers entering the community at one time, and restrictions on when guests can enter and exit each day. Toll Brothers will be required to use vehicle hangtags for visibility to Security and residents at their expense. Luke mentioned the SCC will discuss this topic at future SCC meetings.

e. Security Consultant Assessment – Luke Travins

The Chair previously asked SCC members to present their preferred top five and bottom five items directly taken from the comprehensive Security Analysis Report completed several months ago. Many of the consultants' suggestions have been accomplished by Ivan and his team to date. Below Luke mentions the results of their investigation.

**Top 5:**

1. Augment Perimeter Fencing – King Soopers & Planned Parenthood Areas
2. New SO SOP's
3. Camera Placement – Changes - Additions
4. Landscaping – Cut back bushes
5. Temporary Ballard's at Main Gate

**Bottom 5:**

1. Installing gate arms at the main gate, both entry and exit
2. Annual fire drill for the residents
3. Neighborhood Watch with neighboring Cathedral Ridge
4. Permanently lock of pedestrian access at main gate & add key pad
5. Add boulders/landscape as buffer deter drivers from going around the gate

The chair will assist the manager in obtaining proposals. The EB strongly suggested the SCC augment security and make recommendation for the 2023 budgeting process.

**Other Business:**

a. New SCC Member

The Committee acknowledged Rebekah Wisham's volunteer application and nomination. A motion was made to recommend Rebekah Wisham as a voting member of the Security and Communications Committee to the EB. (Travins/Wedge). Motion passed.

**Adjournment** – The meeting was adjourned at 4:41 PM.

**Next Regular Security Meeting will be Thursday, February 17, 2022, at 3:30 PM.**

Submitted by: Teresa Lamothe