

**BOARD OF DIRECTORS
REGULAR MEETING
July 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	Absent
Treasurer	Bill Sanden	Present
Board Member	Scott Hente	Present
Board Member	Sandi Swinford	Present
Board Member	Mark Holthouse	Present

Marie gave Matt her proxy.

Diane Hampson, KCPOA Community Manager, and Allie Johnson, Assistant Community 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 is standard practice incorporated into minutes going forward. This is a procedural change to assist the EB and management office.

Review and approve minutes from June 23, 2022, Regularly Scheduled Meeting

A motion was made to approve the minutes from June 23, 2022, as submitted (Travins/Sanden). Motion carried.

Introduction of Guests in person or via Zoom: Luann Ducett, Terra Nova Engineering, Phil Erickson, owner of 3920 Elisa Court, and Ken Rodrigues, owner of 3625 Camel Grove.

Matt started the meeting by announcing Marie Parkinson's retirement from the Executive Board and thanking her for her 6 years of service. Marie was absent from this meeting and Matt advised that the Board would be acknowledging her at the Annual Meeting on August 31, 2022.

Manager's Report – Diane Hampson

- Diane Hampson attended the meeting via Zoom but did not speak due to illness. A written report was provided to the Executive Board.

Infrastructure Committee

- DRAINAGE STUDY (Carl Smith)
 - Carl gave a brief overview of how Terra Nova was chosen to complete the drainage study and re-introduced Luann Ducett of Terra Nova Engineering.
 - Luann provided an executive summary of the drainage study, its methodology, findings, and major recommendations as well as how the tributary flows were calculated.

The summary, along with the actual report, will be made available on SharePoint and in the office.

- ROADS (Mark Holthouse)
 - RRP1 is nearing infrastructure completion.
 - The repairs to the east cul de sacs have been completed. The IC has concluded that more potholing needs to be done on the roads in KCPOA in an attempt to avoid more costly surprise repairs.
 - It was brought to the attention of the Board that there may be a potential issue with Glen Vista Point in the near future. When Orsillo built the road there was no interim inspection procedure. The road may not have been properly completed and it is nearing the time for KCPOA to accept the road and NorthPointe infrastructure.
 - Signature Point Rd was never accepted by KCPOA. Matt informally, via email to GGCPOA, LLC (the sub association) President Cindy Sugimoto, communicated that the IC would be authoring a letter which outlined the current situation and the road acceptance procedure for conversion to KCPOA maintenance. Routine servicing, such as snow removal and street sweeping, has been completed.
 - Toll requested that KCPOA release the Bond for the common area landscaping. The request was denied because the work is not complete.
 - **A motion was made and seconded (Holthouse/Swinford) to approve the Temporary Construction Easement Agreement presented by Toll Brothers. The motion carried.**

ARC and CALM (Sandi Swinford)

- ARC
 - The ARC approved eight homes in RRP1, and construction has begun on those homes. Eight additional plans have been accepted but not approved yet.
 - Advised the Board of potential litigation involving the remodel request for 3905 Hill Circle. The neighbor's claim that the proposed home expansion will impede their view corridor. KCPOA attorney David Firmin has been involved in the communications and will manage them going forward. Sparks Willson of Colorado Springs is the firm representing the neighbor who is claiming a violation. Because this matter poses potential litigation it will be further discussed in executive session.
 - The ARC is still working with 3306 Hill Circle on TOF compliance.

- **CALM**

- There was a good turnout for the community clean-up day on July 16.
- The Garden of the Gods Club planted 13 trees in the meridian along Kissing Camels Drive.
- Sandi discussed a potential Nature Trail connection to RRP1. Sandi pointed out the location of the planned access point. Luke suggested asking the community for comments about whether they want an extension to the Nature Trail.

Covenant Committee – (Ken Rodrigues)

- **A motion was made and seconded (Sanden/Travins) to approve the new Fine Policy and Procedures for Covenant and Rule enforcement as prepared by Altitude Law so as to be consistent with newly passed HB22-1137.**
 - Scott Hente voiced his opposition to keeping and enforcing the policy of deactivating RFID tags as a penalty for continued non-compliance.
 - The motion carried with 6 approving, Hente opposing, and no abstentions.
- The Executive Board listened to comments from homeowner Phil Erickson in connection to the proposed change in the covenants about basketball hoops and sports equipment. His comments included questioning the history of the issue and how it arose. He also had questions on how the proposed changes would affect currently approved basketball hoops. The Board emphasized that this issue is still open to community comment and that no actions will be taken until the next Covenant Committee and Executive Board meetings. Both meetings are scheduled for September.

Finance Committee – (Bill Sanden)

- At the end of the fiscal year, the community will show a net loss of approximately \$35,000.
- A summary of the completed Reserve Study was presented. Bill stated that, based on the Reserve Study, there is a need to increase assessments over time.
- **Motion was made and seconded for the Board to accept the June 2022 financials (Sanden/Travins). Motion carried.**
- **A motion was made and seconded (Sanden/Swinford) to accept the revised Collection Policy and Procedures of Unpaid Assessments as prepared by Altitude Law so as to be consistent with newly passed HB22-1137. The motion carried.**

Security Committee – Luke Travins

- Luke advised the Executive Board of an incident involving a USPS truck “Front Gating” a resident that caused the East Gate arm to close on the resident’s car, causing damage to the resident’s car. Upon review of the video footage of the incident, the SCC determined that the fault lies with the USPS truck.

New Business

- The 2022 Annual Meeting Packet was included in the EB Packet. Matt asked all the committee chairs to participate in the meeting to spotlight their committees and the volunteers serving.
- **A motion was made and seconded (Holthouse/Swinford) to approve the revised Conduct of Meeting Policy as prepared by Altitude Law so as to be consistent with newly passed HB22-1137. The motion carried.**

Old Business

- **A motion was made and seconded (Holthouse/Travins) to retain Altitude Law as legal counsel effective 1 September 2022 subject to the budgetary constraint set forth in the Annual Budget and for the menu of services agreed to by the firm as part of a formal RFP process just completed. Management has the option to retain a different law firm for collection practices. The motion carried.**
- The Resident Survey will be posted after the Newsletter is mailed.
- **Community Service Award**
 - **A motion was made and seconded (Swinford/Sanden) to accept the following three volunteers as recipients of KCPOA's Community Service Award: Chuck Jordan, Paul Clarkin, and Ron Lehmann. The motion carried.**

Adjourned to Executive Session at 5:10 to discuss the continuing issue between 3905 and 3915 Hill Circle. Reconvened the Board Meeting at 5:16.

The meeting adjourned at 5:16 pm.

The next meeting will be on September 22, 2022, at 3:00 pm.

Respectfully submitted by Allie Johnson