

**BOARD OF DIRECTORS MEETING**  
**March 28, 2024**  
**MINUTES**

**CALL TO ORDER** – At the direction of Scott Hente, the meeting was called to order at 2:57 p.m.

**Attending** – Quorum was established:

President	Scott Hente	Present
Vice President	Tim McMahon	Present
Secretary	Barbara Rist	Present
Treasurer	Mark Holthouse	Present
Board Member	Steve Durham	Present by Zoom
Board Members	Wendy Pechero	Absent
Board Member	Dan Chapman	Present

Also Present: David Firmin, Mindy Gutierrez, KCPOA Community Manager

**Introduction of Guest**

Attorney David Firmin was introduced.

**Review and approve minutes from February 22, 2024, Regularly Scheduled Meeting**

**A motion was made and seconded to approve the minutes from February 22, 2024 (McMahon/Chapman). Motion carried 6-0.**

**Manager’s Report – Mindy Gutierrez**

The Management Report was reviewed, questions and comments were invited regarding the content.

- Dumpsters for Spring Clean-up for owners will be available from April 4 – April 14<sup>th</sup>. They will be placed in the parking lot of the Golf Club Recreation Center.
- Taylor Fence will be asked for a bid to powder coat and install decorative camels on the gates. The camels were a gift from David Wisham.
- The cleanup work at 1690 Hill Circle has been favorably noticed by neighbors.
- Chronicle articles were requested by the end of this month for the April edition.

**Infrastructure Committee – Tim McMahon**

2024 Road Repair: A committee report, map and bids were provided to the board before the meeting. The estimated cost for road work for this year will be \$641,000. The map showing the various types and locations of road work was reviewed. CSU has been asked to provide KCPOA a \$12,000 credit for road restoration work on Hillbrook. It was noted that the sub-Associations pay for curb and gutter repairs, while KCPOA takes care of the roads, per their RMAs. Consulting fees were discussed. Steve suggested that the consultant be limited to charging for a percentage of the contract rather than the open-ended Time and Material contract that is currently in place. Tim detailed the role

of the consultant and stated that the IC is exploring other alternatives for consulting work.

- **A motion was made, seconded and passed to approve \$33,600 to A-1 Chipseal for T-2 slurry work in the locations shown on the provided map (McMahon/Holthouse) 6-0.** Two bids were obtained.
- **A motion was made, seconded and passed to approve \$247,391 to Schmidt Construction for Mill and Overlay work in locations shown on the provided map (McMahon/Chapman) 6-0.** Three bids were obtained.
- **A motion was made, seconded and passed to approve \$119,857.50 to Schmidt Construction for Full Depth Reclamation per the locations shown on the provided map (McMahon/Chapman) 6-0.** Three bids were provided.
- **A motion was made seconded and passed to approve \$3000 (not to exceed) for RMG Engineering analysis on Hillbrook (McMahon/Chapman) 6-0.**

The expense variance report for 2023 road work was reviewed.

#### **ARC (Barbara Rist)**

- The updated Project Status Report was presented.
- The updated RR1 and RR4 sales report was presented.
- Discussion was held on the Mesa Road perimeter infrastructure. The board approved David Firmin to draft an Easement Agreement for owners and a separate document to allow maintenance if an Easement Agreement has not been recorded.
- The status of 3685 Hill Circle was discussed. It is currently under construction, there is a listing for the home as a fractional purchase. This is permitted per CO law and KCPOA CC&R's. Barbara will speak with the seller to discuss their intentions. Home construction will need to be completed by 8-28-24 to be in compliance with the KCPOA requirements.
- Barbara is re-commencing the work with JR Engineering to design and plan for the conversion of the "Construction" gate to a "Residents Only" gate.

#### **Finance Committee – (Mark Holthouse)**

- The FC recommends acceptance of the February 2024 Financial Statement. **A motion was made, seconded and passed to accept the February 2024 Financial Statements (Holthouse/Chapman), 6-0.**
- **A motion was made, seconded and passed to approve the Reserve Budget of \$836,960 for Calendar Year 2024 as recommended by the Finance Committee (Holthouse/McMahon) 6-0.**
- All insurance premiums have been paid; all policies are bound.

#### **CALM – (Dan Chapman)**

Dan reported that irrigation system and replacement needs are being reviewed. Upgrades to the ageing system are needed. Mark Holthouse requested the addition of flow meters, on the non-potable lines, so the association has accurate tracking of this specific water-usage. CALM is considering a test location to install xeriscape landscaping so the committee can review the transition time, appearance, and costs vs. benefits. The final connection of the existing Nature Trail with the Red Rocks access point will begin next week. The work is estimated to be completed in May, weather permitting.

### **Covenant Committee**

- A motion was made, seconded and passed to appoint Bill Moore to the Covenant Committee at the recommendation of the CC (Rist/Durham).

### **Security Committee - Steve Durham**

Steve reported that KCPOA is obtaining a bid for the installation of a gate arm at the Fillmore/Construction gate to control unauthorized entry and tailgating by construction vehicles. RFIDs are permitted for cars, golf carts and motorcycles. Pedestrians and bicyclists are not allowed to purchase them and should call the main gate when they require access (Security will require that the owner supply their PIN number as verification).

### **Legal – (David Firmin)**

David was asked to draft an Amendment to the CC&Rs to amend rental/leasing restrictions and address Auxiliary Dwelling Units. Once finalized, this Amendment will be submitted to the KCPOA membership for a vote, as required by the governing documents. David also discussed new laws, passed at the state level, pertaining to sod and artificial turf, which will go into effect on January 1, 2025. Once we receive the final wording of these laws, Barbara will alert the membership to the upcoming changes and prepare a re-draft of the KCPOA Landscape Design Guidelines.

### **Other Business**

The apartment complex located at 30<sup>th</sup> and Garden of the Gods should be on the planning commission agenda in April or May.

**Next Executive Board Scheduled Meeting:** April 25, 2024 at 3:00pm

The meeting was adjourned at 5:13 p.m.

Respectfully submitted: B. Rist, KCPOA EB Secretary