

**BOARD OF DIRECTORS MEETING**  
**January 23, 2025**  
**MINUTES**

**CALL TO ORDER** – At the direction of Scott Hente, the meeting was called to order at 2:56p.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 Member	Dan Chapman	Present
Board Member	Brad Harvey	Present

Also Present: Mindy Gutierrez, RowCal; David Firmin, KCPOA Attorney

**Introduction of Guests**

John Hurwitz, resident of Kissing Camels Estates and Chair of the Infrastructure Committer, was welcomed to the meeting.

**Approval of Minutes**

**A motion was made and seconded to approve the minutes from the December 5, 2024 regular meeting (McMahon/Harvey). Motion carried 7-0.** The Budget Ratification meeting minutes from December 26, 2024 were reviewed and accepted with comments.

**Manager's Report – (Mindy Gutierrez)**

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

- A 5% increase for Security Services provided to the GOGC POA will go into effect 1-1-26. No increase for calendar year 2025.
- The Budget Ratification Meeting notice was sent to all owners by U.S. Mail on December 11, 2024. The meeting was held on December 26, 2024 with three residents attending. The budget was ratified.
- Potholes located near the East Gate, and on Kissing Camels Drive, will be repaired when weather permits.
- RowCal has moved its office to 3630 Sinton, Suite 300, Colorado Springs, effective January 1, 2025.
- The new signage for the Nature Trail will be installed when weather permits.
- New hinges for the East Gate entry and exit will be installed on January 17, 2025.
- M. Gutierrez received notice from the IC Consultant, Mark Stritzel, that his hourly rate will be increasing in 2025. His contract has not been reviewed or approved by the IC at this time.

### **Infrastructure Committee – (Tim McMahon and John Hurwitz)**

John Hurwitz presented the information gathered to date regarding the Palmer Land Conservancy program and its potential benefits to KCPOA. Costs to place KCPOA-owned land into a conservancy would likely exceed \$100,000 with no assurance of recouping these costs by selling tax credits or obtaining fire mitigation grant monies. The question of whether or not the EB has the authority to consider the conservancy matter was also discussed. David Firmin was asked to provide an opinion on whether a member vote would be required before any such action could be taken. The board members thanked J. Hurwitz and members of the IC for their work in preparing this summary. Following discussion, **A motion was made and seconded to table this matter for the foreseeable future (Harvey/Rist). Motion carried.**

J. Hurwitz also provided information regarding the “CSFD Fire Champion Program” and the “Firewise Community Program”. Both programs are aimed at education and mitigation of fire hazards within a community. Resources are available to both HOAs and individual homeowners. The EB agreed that this is a high priority and we should take full advantage of these resources. John agreed to attend an upcoming meeting on March 8, 2025 for the Fire Champion Program. Carol Cannon will be asked to head a small, stand-alone task force for KCPOA Fire Mitigation. Bekah Wisham will be asked to serve on the task force. Other volunteers for this committee will be considered at the February EB meeting. The task force will be asked to develop a 3-year plan for wildfire mitigation on all KCPOA-owned property. As of this date, \$58,000 has been set aside in the KCPOA budget for these efforts and more funds will likely be needed. The EB recognized that KCPOA will need to partner with GOGC on fire mitigation efforts, as our properties are directly connected around most of the community’s perimeter.

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

- The updated Project Status Report was presented.
- The updated Red Rocks and Preserve sales reports were presented. The ARC anticipates that construction work in these subdivisions will be largely completed by September 2025.
- The “Construction Gate Conversion” project is underway and the design and primary cost elements have been determined. B. Rist has now turned this project over to the Infrastructure Committee. The EB will consider the timing of closing the construction gate permanently and commencing the project to convert it to the residents only “South Gate”. Heavy equipment usage, and entrance via the Construction Gate, will cease 30 days following the final foundation dig.

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

- The FC recommends acceptance of the November 2024 Financial Statement. **A motion was made and seconded to accept the November Financial Statement, (Holthouse/Harvey). Motion carried.**
- The December financial statement will be reviewed by the EB at the February meeting.
- The annual budget for 2025 will be reviewed at the February meeting.
- LaBarre Oksnee has been selected as the new insurance broker for KCPOA. They are now in the process of soliciting bids for our insurance needs.

- The Republic Service contract, for waste management, is being negotiated now. The current contract terminates on 3-31-25.

### **CALM – (Dan Chapman)**

The renewal contract for Timberline Landscape was presented. D. Chapman reported that the contract reflects a 7% increase in pricing for the 12-month period beginning on April 1, 2025. This increase is supported in the budget per M. Holthouse. **A motion was made and seconded to approve the new contract (Chapman/McMahon). Motion carried.**

### **Covenant Committee – (Mindy Gutierrez reporting)**

The Covenant Committee met this month. The annual residential properties inspection is scheduled for the end of May. Jerry Schaefer will prepare an article for the April Chronicle, advising owners of the schedule and process.

### **Security Committee – (Brad Harvey)**

- Del Wedge has resigned from the SCC due to his travel schedule. Hugo Fontalvo, the newest committee member, is a great addition to the group.
- The East Gate pressure plate, which allows all vehicles to exit the community, is working well. This exit gate cannot be controlled by Security personnel since it has been converted to a non-RFID exit. The fix for this issue has been determined and will be installed.
- The Security Committee is recommending that the North Gate also be converted to a non-RFID exit gate. Following discussion, **a motion was made and seconded to have a pressure plate installed at the North Gate exit (Harvey/Rist). Motion carried.**
- Discussion was held on the improved resolution of the security cameras, at night, due to the holiday lights at the East and North gates. **A motion was made and seconded to leave the holiday lights up at these gates until March 9, 2025 (Harvey/Rist). Motion carried.** A permanent solution for increased lighting at these gates will be included on the next SCC agenda.
- Fiber installation should be complete at the guardhouse next week. Three of the five cellular cameras at Almagre are not working and this is under investigation.

### **Legal – (David Firmin)**

David reported on legislation that is under review at this time.

**Next Scheduled Meeting:** February 27, 2025 at 3:00 p.m.

The meeting was adjourned at 4:44 p.m.

Respectfully submitted: B. Rist, KCPOA EB Secretary