

**BOARD OF DIRECTORS MEETING  
February 27, 2025  
MINUTES**

**CALL TO ORDER** – At the direction of Scott Hente, the meeting was called to order at 2:58p.m.

**Attending** – Quorum was established.

President	Scott Hente	Present
Vice President	Tim McMahon	Present
Secretary	Barbara Rist	Present
Treasurer	Mark Holthouse	Present
Director	Steve Durham	Present by zoom
Director	Dan Chapman	Present
Director	Brad Harvey	Present

Also Present: Mindy Gutierrez, RowCal and 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 January 23, 2025 regular meeting (McMahon/Holthouse). Motion carried 7-0.**

**Manager’s Report – Mindy Gutierrez**

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

- The north gate was hit by a contractor on February 11, 2025. Repairs have been made by Taylor Fence. The contractor’s insurance company has notified us that the reimbursement check will be sent to the management office.
- Bekah Wisham provided information on the colors of the fire hydrants reflecting differences in water pressure. It appears that a number of hydrants have had a reduction in water pressure. This will be investigated further with CSU.
- The GOGC has approved KCPOA-use of the Recreation Center parking lot for its annual Spring Clean-up. Dumpsters will be placed, for homeowner use, April 4<sup>th</sup> through 13<sup>th</sup>. Additionally, a mobile shredding service will be available on April 5<sup>th</sup> OR 12<sup>th</sup> (to be determined). Electronics Recycling was also discussed and the decision was made to offer this service with the Fall Clean-up.
- Bids have been submitted for the improvement and expansion of the Nature Trail entrance located on Hill Circle. These will be reviewed by the CALM committee.

### Infrastructure Committee – John Hurwitz

- John Hurwitz reported that the IC recommends that the bid from Schmidt Construction for the “Camel Grove Full Depth Reclamation” project be approved. **A motion was made and seconded (McMahon/Holthouse) to approve the bid from Schmidt for \$231,172.80 for this work. Motion carried.**
- Additional dialog is required before the “Stritzel Consulting Services” contract for 2025 is formally reviewed by the EB. No action taken at this meeting.
- The request for additional or modified signage at the intersection of Sunnybrook and Hill Circle will be reviewed by the SCC.
- Bud Ingels is obtaining costs for lighting, signage, and asphalt repair specified for the project to convert the current Construction gate to a Residents-only gate.
- The IC does not support the installation of a sidewalk on GMP with cost reasons cited. The Security committee supports this position.
- A preliminary “Fire Mitigation Task Force” meeting was held by the committee volunteers and start-up action items were determined. The EB will formally, by resolution, establish this committee and specify their functions, administrative standards, and reporting structure. For the immediate future, this committee will report to the EB with likely future reporting moving to the CALM committee. Scott Hente attended a meeting last week with the Garden of the Gods Park, they are exploring grants for a multiyear fire mitigation program.
- On January 28, 2025, the IC recommended that “A-One Chipseal” be awarded the contract for the 2025 type-2 slurry seal projects, for a total cost of \$65,014. T. McMahon offered the motion to approve and all board members voted in favor of this motion. Because this action was taken between formal Executive Board meetings this decision was ratified at this meeting: **A motion was made and seconded (McMahon/Chapman) to ratify the A-1 Chipseal contract approved by the EB by email for a cost of \$65,014. Motion carried.**

### ARC - Barbara Rist

- The updated ARC Project Status Report was presented.
- The updated Red Rocks and Preserve Sales Report was presented. Only one new construction start remains pending at this time. The status of “Quick Move-in” builds (QMI’s) has been updated and the results indicate that these homes are selling quickly.

### Finance Committee – Mark Holthouse

- The December Financial Statement is not complete at this time. Adjustments are needed for duplicate payments, “Holiday Fund” reporting, and excess income from the prior year. The December statements will be presented at the March EB meeting.
- The 2025 Operating and Reserve Budget was reviewed at this meeting. This budget now reflects income and expenses for the new calendar year reporting period 2025. There is no change to the current assessment rate. **A motion was made and seconded to approve the calendar year budget for 2025 as presented (Holthouse/Harvey). Motion carried.** The budget will be sent out to all owners and the budget ratification meeting will be held during the March EB meeting.
- Negotiations are complete for the “Republic Service” trash disposal contract. The FC recommends that the 3-year contract, which includes provision for 6% annual increases,

be approved. **A motion was made and seconded (Holthouse/Rist) to approve this contract. Motion carried.**

### **CALM – Dan Chapman**

Dan Chapman stated that the CALM Committee recommends approval of the Timberline bid for \$6,648.53 to plant 3 locations on the medians of east Hill Circle with CSU approved plants, for a total cost of \$6,648.53. **A motion was made and seconded (Chapman/Rist) to approve this bid. Motion carried.**

### **Covenant Committee**

The “Flag and Signs” policy was reviewed. David Firmin confirms that per law, KCPOA may dictate the size and number of flags and signs that can be posted on a homeowner’s property but cannot regulate or dictate the content. This applies to election materials as well. Scott Hente will respond to an interested Townhome owner.

### **SCC – Brad Harvey**

- On February 3, 2025, S. Hente electronically requested board approval for the purchase of 500 additional RFID windshield stickers, for a total cost of \$6,250. All board members voted in favor of this action. Because this action was taken between formal Executive Board meetings this decision was ratified at this meeting: **A motion was made and seconded (Harvey/McMahon) to ratify the EB email approval of the purchase of 500 RFID windshield tags for \$6,250. Motion carried.**
- The construction gate keypad was hit by a vehicle and has not been operational since January 24, 2025. Mile High Security is coming out tomorrow to complete a temporary fix. Both temporary and permanent repair costs will be borne by the developer.
- Fill dirt with rip-rap will be hauled in to secure the fence by King Soopers. The area has eroded over time and there is a gap below the existing fence.
- The Almagre cameras are not operational. This will continue to be explored for correction.

### **Perimeter Infrastructure and Easement and Maintenance Agreements – Barbara Rist**

- KCPOA was not successful in obtaining EAs from all 30 impacted property owners.
- Those received will be filed and recorded with El Paso County and recorded copies sent to those owners who signed the agreement.
- A community-wide notice on the outcome of these efforts will be sent to owners. Barbara Rist agreed to work with David Firmin on a draft letter, for Scott Hente’s review and signature.
- For the benefit of future Executive Board members, the information will be retained along with all documentation (including Platt maps and other recorded documents), correspondence, and legal opinions.

### **Legal – David Firmin**

- David Firmin reported on HOA-related legislation that is currently under review at the state level.

- Confirmation received that the certified letter sent to the owners of the road located outside of the east gate was received in January. No response has been returned. David Firmin was asked to send a second letter.
- Steve Durham asked that another amendment ballot be drafted regarding imposing assessment fees based upon the number of units constructed on a lot. David Firmin will prepare a draft document for EB review and discussion at the March EB meeting..

### **Executive Session**

The meeting was adjourned to Executive Session at 4:33 p.m.

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

The meeting was adjourned at 4:38 p.m.

Respectfully submitted: B. Rist, KCPOA EB Secretary