

**BOARD OF DIRECTORS MEETING
May 22, 2025 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
Director	Steve Durham	Present
Director	Dan Chapman	Present
Director	Brad Harvey	Absent - (Proxy to D. Chapman)

Also Present: Dakota Santellana, RowCal and David Firmin, KCPOA Attorney

Introduction of Guests

Sub-Association guests: Dick McCaskill, President “The Park”; Ron Lehman, President “Courtyard”

Approval of Minutes

A motion was made and seconded to approve the minutes from the April 24, 2025 regular board meeting (McMahon/Chapman). Motion carried 7-0.

The approved minutes will be posted to the KCPOA website following this meeting.

Guest Business

D. McCaskill and R. Lehman attended this meeting as representatives of their “Legacy Sub-associations” (the term “Legacy” denotes sub-associations within Kissing Camels Estates that are not currently subject to the KCPOA Master Declaration, as recorded in 2004). These sub-associations first submitted a proposal for joining the master association in October 2024. The EB has discussed the proposal at previous board meetings and sent written responses to both presidents. Attendance at today’s meeting was requested for in-person discussion on this matter.

- Can these sub-associations join the master association with specific exemptions from certain requirements detailed in the master declaration and bylaws:
 - R. Lehman asks that the Courtyard and The Retreat be exempt from the KCPOA ARC review and approval process and documented KCPOA rules because they have their own committees/rules for these purposes.
 - The EB stated that it has not changed its position on this question: The sub-associations are welcome to join the master association under the currently written terms of the declaration and bylaws. No exemptions or carve-outs will be considered.
- Can members of these sub-associations vote on KCPOA issues and serve on KCPOA committees and the executive board:
 - KCPOA documents only exempt legacy sub-association members from voting on amendments to the KCPOA

- declaration. There are no written prohibitions on serving on committees or the executive board.
 - Past and current governance policy and procedures have allowed all KCPOA members to serve on committees and the executive board, regardless of sub-association status.
- What do the members of a legacy sub-association gain by joining the master association:
 - The opportunity to vote on any proposed amendments to the KCPOA master declaration.
- R. Lehman and D. McCaskill requested that the board respond to these questions in writing, confirming the voting and ARC issues and providing clarity on the “cost vs. gain to join” questions addressed in this meeting. It was the general sense of the board that written answers could be provided. S. Hente will consult with D. Firmin prior to issuance.
- The board reiterated its position that the Courtyard and The Park are welcome to join the master association if they choose to do so.

Manager’s Report

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

- Lengthy call times were noted on the Call Log and Action Item reports, appearing to be in error. Management team will discuss with the RowCal Care Team and request that the notes accurately reflect the actual call times and issues addressed.

Fire Mitigation Task Force

Discussion was held on the newly formed task force, chain of command and scope of authority. May be operating beyond the scope of its charter which should be addressed with the task force members.

- Ratification of approval vote, taken on May 1st, 2025, to approve the “Fire Mitigation Task Force Charter” as written by KCPOA Legal Counsel, and appoint Carol Cannon as the task force chairman: **The motion was made and seconded (Rist/McMahon) to ratify the previously approved vote. Motion carried.**
- Additional task force members: John Hurwitz and Bekah Wisham recommended. **The motion was made and seconded (Rist/McMahon) to appoint John Hurwitz and Beckah Wisham to the Fire Mitigation Task Force. Motion carried.**
- Soctt Hente will serve as the EB Liaison to the task force.
- The task force requests that it be renamed to: Wildfire Mitigation Task Force (WMTF). **The motion was made and seconded (Rist/McMahon) to rename the task force. Motion carried.**

CALM – Dan Chapman

CALM recommended approving the proposal to install 3 drip valves at each new rock/boulder island on east Hill Circle for future plantings. **The motion was made and seconded (Chapman/Durham) to approve the Timberline proposal for drip valve installations at a cost of \$5,733. Motion carried.**

Covenant Committee – Steve Durham

Property inspections are being conducted between May 20-28th of this month (currently in progress). The inspection results will be review at the June 2nd Covenant Committee meeting.

Infrastructure Committee – Tim McMahon

- North Gate Road Work: Planned for 2026. The IC will determine if the current design of

the North Gate road should be modified to include any of the additional design elements that are being implemented at the Main Gate (adding 2" of concrete, rebar, and drainage modifications).

- South Gate Conversion Project: The IC has met with a prospective project manager (JR Engineering) to coordinate and oversee the project. They have not met with RowCal project management at this time. They expect to have a cost proposal for EB approval at the June board meeting.
- CSU Projects: 3 projects in KCE.
 - Fire Hydrant on Chilson: Project completed but need to confirm CSU's plan to perform landscape restoration.
 - Gas Regulator Modification adjacent to Construction Gate: Ongoing and will also require landscape restoration.
 - Pressure Zone Expansion (2-year Project): Next step, meet with CSU to review project details. CSU will plan a community-wide meeting to educate KCE residents.
- 2025 Road Work:
 - T2 Slurry - tentative start date is July 7
 - Main Gate (inbound lane)– starts 5/14.
 - Pothole repairs – completed.
 - Crack Seal – Phase 1 – pre-T2 Slurry to be scheduled in June.
 - Crack Seal – Phase 2 – scope TBD, to be scheduled in the fall.
 - Other concrete work – not entirely bid out yet. Schedule TBD.
 - M&O and FDR – contract not yet executed by contractor. Tentative schedule is August.
 - Stripes – TBD, potentially defer to 2026.
 - Guardrail repair on Inwood – TBD.

ARC - Barbara Rist

- The updated ARC Project Status Report was presented for review and questions.
- The updated Red Rocks and Preserve Construction/Sales Report was also presented. A question was raised about a new construction project in Red Rocks appearing to be a 3-story structure. B. Rist confirmed that this home is a 2-story home with a walkout basement, which is allowed on this lot.

Finance Committee – Mark Holthouse

- The April financial statements have not been finalized for EB approval. They will be submitted at the June executive board meeting.

SCC – Brad Harvey

- Ratification of approval vote, taken on April 28, 2025, to approve the purchase of a new digital speed sign to be placed near the recreation center, at a cost of \$7,191. **The motion was made and seconded (Holthouse/Durham) to ratify the previously approved vote. Motion carried.**
- Security Officer Pay Increase: The SCC recommends approval for Allied Universal's requested pay increase. Documentation not available at this meeting. B. Rist will distribute for review by M. Holthouse. Electronic motion/vote to occur after review.
- Security Officer Schedule: Due to high traffic levels, the SCC recommends adding an additional officer to the swing shift (2-10pm) during the peak season (May-September) at an approx. cost of \$7,000 per month. M. Holthouse indicated that our cash position can absorb the unbudgeted cost. **The motion was made and seconded (McMahon/Chapman) to add the additional officer. Motion carried.**
- New Camera Addition for East Gate: The SCC authorized the purchase and install of a new camera at this location (\$3,600). The new camera will improve license plate image

capture and provide better area visuals.

- Cameras and Comcast: All cameras are working and new Comcast fiber is functioning well. Work is underway to program new alerts into the system.
- Windshield Decals: Due to the Main Gate road project, windshield decal distribution will be delayed until the project completion.

Annual Homeowner's Meeting

The Annual Meeting has been booked in "The View" room on Thursday, August 28, 2025, from 4:30 to 6:30pm.

Nominating Committee

The Nominating Committee must be appointed: 1 Executive Board Member and 2 KCPOA-member volunteers. S. Hente will reach out to prospective committee appointees.

Legal – David Firmin

Grand Market Point: D. Firmin prepared a "Litigation Work and Price Sheet" detailing the steps and costs involved in pursuing legal options to compel Kroger to repair Grand Market Point, outside of the East gate. The board discussed the next steps. **The motion was made and seconded (Durham/Chapman) to approve an additional \$10,000 in legal fees to file suit against Kroger. Motion carried.**

Adjournment: The meeting was adjourned at 4:57pm.

Next Scheduled Meeting: June 26, 2025 at 3:00 p.m.

Respectfully submitted: B. Rist, KCPOA EB Secretary