

**BOARD OF DIRECTORS MEETING June 26,
2025 MINUTES**

CALL TO ORDER – At the direction of Tim McMahon, the meeting was called to order at 3:00 p.m.

Attending – Quorum was established.

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

Also Present: Lisa Baker, Community Manager; David Firmin, KCPOA Attorney

Introduction of Guests

None at this meeting.

Approval of Minutes

A motion was made and seconded to approve the minutes from the May 22, 2025 regular board meeting (Chapman/Harvey). Motion carried 7-0. The approved minutes will be posted to the KCPOA website following this meeting.

Guest Business

None at this meeting.

Old Business

1. Board Nominating Committee

The committee has been appointed: Brad Harvey, Luke Travins, and Scott Hente. Articles in recent “Weekly Updates” and “The Chronicle” have been published, soliciting volunteers to fill 3 board seats at the upcoming Annual Homeowner’s Meeting. No applications have been submitted at this time.

2. Security Officer Salary Increase – Annual Review

Allied Universal submitted documentation requesting a pay increase for the KCE Security Officers. The Security Committee recommended approval and the related information was circulated to the EB for review. On May 24, 2025, by electronic method, the motion was made and seconded (Holthouse/Rist) to grant approval for the pay increase, effective July 1, 2025. Motion Carried. **At this meeting, the motion was made and seconded (Harvey/Durham) to formally ratify the previously approved vote. Motion carried.**

3. Update on Kroger Lawsuit re: Grand Market Point Repair

Altitude Law has prepared the document and will file it following this meeting. The community will be updated on actions taken in an upcoming “Weekly Update”.

4. Sub-Association Inquiries to Adopt KCPOA Master Declaration

A written response was prepared and distributed to the Presidents of The Park and Courtyard, as requested at the May 22, 2025 EB meeting. The response reaffirmed the EBs position on all questions raised and discussed at the May meeting.

New Business

1. Collection Policy

L. Baker reported that a new/revised collection policy is expected to be signed by October 2025. KCPOA will need to revise its current collection policy to be in compliance with the statute.

2. RFID Gate Stickers and Payment Process

L. Baker requested review and update of the policy and procedures for RFID sticker purchases. The current process is causing confusion for the property owners and methods for collecting payment are not working. M. Holthouse noted that the current fee charged to property owners is not covering the actual cost of the stickers.

Following discussion, **the motion was made and seconded (Durham/Harvey) to require that RFID stickers be paid for by check only, at an increased fee of \$20 per sticker, effective July 1, 2025. Motion carried.** L. Baker will prepare and provide the new purchase form to the security personnel. Property owners will be notified in upcoming KCPOA communications.

3. Regulations on Street Storage

B. Rist reported on the current rules regarding placement of construction and landscaping materials on KCPOA streets. The long-standing regulations should be reviewed and, if applicable, a clear process should be established for permit approval, road inspection, and fee collection/refund. The EB requests an Infrastructure Committee recommendation. T. McMahon stated that this item will be added to the next IC meeting agenda for review.

5. Covenants and Violations

The Covenant Committee has completed their Property Inspections. A relatively low number of incidents were reported. Owners have been contacted where issues need to be addressed. L. Baker discussed the need for consistent enforcement, following the established process. S. Durham requested a review of the KCPOA covenants and rules stating that some may be outdated or overly burdensome. The EB requested specific recommendations, if any, from the committee.

Manager's Report – Lisa Baker

1. The Management Report and Call Log were reviewed; questions and comments were invited regarding the content. The EB requested that the Security Incident Report also be included in future EB meeting packets.
2. The new trail-head sign for the walking trail has been completed. L. Baker was instructed to have the signage installed at the trailhead on Almagre Heights.
3. The staff vacation schedule was reviewed and approved. The KCPOA Management Office will remain open, with no less than one staff member present at all times, during normal business days/hours.
4. Reminder to all EB members and Committee Chairs: articles for The Chronicle are due by June 30, 2025.

Wildfire Mitigation Task Force

A Townhall meeting, on wildfire mitigation, has been scheduled for July 22, 2025, 5:30 to 7:30 pm. This meeting is being presented by the CSFD and the location has been provided by the GOGC. S. Hente authorized this meeting but it was not discussed with the EB. S. Durham noted his objection to the meeting being held without EB discussion or approval. L. Baker noted that the meeting is planned as a "repeat" of

the presentation held earlier this year, in order to communicate with more property owners.

Finance Committee – Mark Holthouse

M. Holthouse provided a review on the status of our financial statements. April financials have now been corrected and finalized. Following discussion, **the motion was made and seconded (Holthouse/Harvey) to approve the April 2025 financial statements. Motion carried.** Ongoing accounting problems with RowCal have created inaccurate and delayed reports. The FC is working diligently with RowCal to have both May and June financials statements ready for EB approval at the July EB meeting.

Infrastructure Committee – Tim McMahon

1. The IC recommended EB approval for a storm drain repair on Grand Market Point, as proposed by Groninger Concrete. **The motion was made and seconded (Durham/Rist) to approve the repair proposal, at a cost of \$8,950. Motion carried.**
2. The IC requested approval for the Southgate Conversion Project plan and expenses. All documentation and proposals were circulated to the committee for review at this meeting. M. Holthouse noted that the proposed project stays within budget. Following discussion, **the motion was made and seconded (Durham/Chapman) to grant approval for the Southgate Conversion plan and expenses. Motion carried.** The project commencement schedule is under review and to be determined.
3. The IC recommended approval of a revised “Charter Statement” for the IC committee. The proposed statement was circulated to the committee for review at this meeting. The proposed charter eliminates the ICs responsibility for monitoring and maintenance of “street signs” and “signage not related to safety and security”. Discussion followed and questions were raised. It was generally agreed that community signage is an infrastructure element, much like street lights. If the IC is not responsible for these elements, which committee will be? T. McMahon will take the EB comments back to the IC and requested that this issue be tabled at this time.
4. The status of the Main Gate Street project was reviewed. The project will extend beyond it’s projected June 30 completion date primarily due to weather delays as well as a color-correction repour issue. B. Rist asked about potential issues which may occur due to significant traffic increase at the main gate during the GOG 4th of July celebration. It was agreed that a special notification will be sent to all property owners advising them of the situation.
5. T. McMahon commented on 3 Colorado Springs Utilities projects in the community:
 - The fire hydrant project on Chilson Lane has been completed, including restoration work.
 - The gas regulator project has been completed; however, restoration work completion has not yet been confirmed.
 - The 2-year water pressure zone expansion project has begun. More information to follow.

Architectural Review Committee - Barbara Rist

1. The updated ARC Project Status Report was presented for review and questions.
2. The updated Red Rocks and Preserve Construction/Sales Report was also presented.
3. The ARC recommended the approval of Fred Van Vurst as a returning ARC committee member. **The motion was made and seconded (Rist/Holthouse) to appoint Fred Van Vurst to the ARC committee. Motion carried.**

Security & Communications Committee – Brad Harvey

The SCC recommended the approval of Jim Hendron as a new member of the SCC. **The motion was made and seconded (Harvey/Rist) to appoint Jim Hendron to the SCC committee. Motion carried.**

Common Area Landscape Committee – Dan Chapman

Discussion was held on the water lines supporting the Preserve and Southgate common areas. These are currently connected to COS potable water lines with Toll Brothers paying for the water expenses. These expenses will become KCPOA expenses in the future.

Covenant Committee – Steve Durham

No additional report at this meeting.

Legal – David Firmin

No additional report at this meeting.

Adjournment: The meeting was adjourned at 4:50pm.

Next Scheduled Meeting: July 24, 2025 at 3:00 p.m.

Respectfully submitted: B. Rist, KCPOA EB Secretary