



KCPOA EXECUTIVE BOARD MEETING
October 23, 2025
MINUTES

CALL TO ORDER: At the direction of Scott Hente, the meeting was called to order at 3:03 p.m.

Attending: With six (6) members present, Quorum was established.

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

Also Present: Lisa Baker, KCPOA 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 September 25, 2025 regular Executive Board meeting (Harvey/Hendren). Motion carried. The approved minutes will be posted to the KCPOA website following this meeting.

Old Business

- Update on lawsuit involving Kroger related to “Grand Market Point” street repair and maintenance: S. Hente and board members observed that minimal patch work has been completed on Grand Market Point but it is inadequate and not meeting the requirements to maintain the road in “first class condition” (as stated in the agreement). The IC inspected the road and provided their analysis. D. Firmin will notify Kroger that the patch-work is not acceptable. Next steps will be determined after a response is received.

New Business: See committee reports below

Wildfire Mitigation Task Force – Scott Hente

- The Wildfire Action Plan, approved at the September EB meeting, was submitted to the CSFD and has been approved, giving KCE designation as a “Firewise Community”.
- Proposals and bids are now being sought for a “Priority-1 Area” fire mitigation project, anticipated to occur in early 2026.

Finance Committee – Mark Holthouse

- August 2025 Financial Statements: The August financial statements were circulated to the board for review and approval. The motion was made and seconded to approve the August 2025 financial statements (Holthouse/Harvey). Motion carried.

- September 2025 Financial Statements: The September 2025 financial statements were circulated to the board for review and approval. The motion was made and seconded to approve the September 2025 financial statements (Holthouse/Rist). Motion carried.
- All vendor invoices, for KCPOA expenses, are now being successfully processed at the KCPOA management office (expense coding and entry into the RowCal system). This has improved accuracy and processing time dramatically. The board thanks L. Baker and D. Santellana for taking on this task.
- Reserve Budgeting and Accounting: The Finance Committee continues to explore shifting the Reserves budgeting and accounting system to one that is primarily based “by project” rather than the current “by type of work” account method. The IC has some concerns about this change so the FC will run a parallel test to determine the best accounting method.
- 2026 Annual Budget Preparation: The 3rd Quarter reforecast of 2025 income and expenses has been prepared and will be provided to all committees for use in developing their 2026 budgets. The complete DRAFT budget is expected to be presented at the early-December EB meeting, for review and adoption. If significant changes are needed, the budget will be revised and presented at the January 2026 meeting. Any changes in the assessment rates will become effective on April 1, 2026.
- M. Holthouse reported that the 2025 forecast indicates that KCPOA will end the year with an estimated \$50,000 deficit. This was anticipated and is primarily due to staffing and payroll decisions related to Security.

Infrastructure Committee – Brad Harvey

- Final Road Repair Projects for 2025: T2 Slurry projects are planned for Star Rise Point and Lumina View, in the fourth quarter of this year. The motion was made and seconded (Harvey/Rist) to approve the estimated \$8,200 expense for this work. Motion carried.
- South Gate Conversion Project: This project is well underway and still anticipated to be completed by Thanksgiving 2025. After completion, residents will have access to this gate for entry and exit purposes. Final landscaping at this location will occur in Spring 2026.
- CSU Water Pressure Project: 336 households have agreed to give access to their homes for inspections of the water pressure meters. CSU has contracted with Olsen Plumbing to conduct and report on the inspections. These inspections are to ensure that household meters are adequate for the planned, increase in water pressure. Meters will be changed out if they are found to be inadequate. Households that do not allow access for inspections and meter replacements will be responsible for their own future repairs should their meters fail to operate properly.
- 2026 Road Work: Planning is underway for the road projects anticipated in 2026. At this time, the following projects are noted:
 - North Gate: road, curb, and gutter replacement
 - Kissing Camels Drive: partial full-depth reclamation for noted problem areas
 - The Park: T2 slurry
 - Camelrock View: crack repairs

- Red Rocks and Preserve: T2 slurry by Toll Brothers

Architectural Review Committee- Barbara Rist

- ARC Project Status Report and Update: Circulated to the board prior to this meeting.
- Red Rocks and Preserve Status and Sales Report and Update: Circulated to the board prior to this meeting. 6 homes remain under construction at this time and will be completed shortly. This status report will now be discontinued. All projects will continue to be noted on the above “ARC Project Status Report”.
- The ARC recommended Stan Kensinger for appointment to the Committee. The motion was made and seconded (Rist/Hendren) to approve this appointment. Motion carried.

Security & Communications Committee – Dan Chapman

- Northpointe Fence Addition: L. Baker and L. Travins will meet with Taylor Fence this month to begin the design and bid process for adding fencing along the northern side of Northpointe.
- RFID Payment Options: The SCC now recommends returning to the original invoice/payment method for RFID stickers (billing the charge to the owner’s RowCal account). Reverting to the previous system is recommended because owners complained about having to pay by check. The same collection problems will occur again because many owners don’t have RowCal portal access. L. Baker is working with RowCal on a separate invoice notification, when charges above the regular assessment are shown on the account, so that these fees get collected in a timely manner.
- Bollards on the Outside of the East Gate: Bollards are not necessary at this location when the barrier arm is functional. Without the barrier arm, vehicles that cannot access KCE get too close to the gates before realizing that they have to turn around. Bollards prevent them from doing so and the vehicles have to back up to make the turn. Temporary bollards have been placed at this location and the SCC will be evaluating their effectiveness and whether or not permanent bollards should be reinstalled.
- Validating Guests for Entry at the Main Gate: L. Travins provided an overview of the guest-entry policies and procedures currently followed by main gate security personnel. S. Hente will provide this information to owners in the upcoming Weekly Update. No changes are contemplated at this time.

Covenant Committee – Steve Durham

- L. Baker reported that the Covenant Committee plans to review the current KCPOA rules and regulations, including that regarding “Holiday Decorations”, at the January 2026 CC meeting. They have nothing further to report on this at this time.

Common Area Landscape Maintenance Committee – Chris Hendren

- Ratification of Electronically Approved Decision Made Prior to this Meeting: The motion was made and seconded (Hendren/Harvey) to formally ratify the following electronically approved proposal. Motion carried:
 - On October 13, 2025, the motion was made and seconded (Rist/Harvey) to approve the snow removal contract submitted by Timberline. Motion carried.

- North Gate Refurbishing: C. Hendren presented the CALM committee plan for repairs and refurbishing at the North Gate. The damaged tree will be removed immediately but replacement plantings will only proceed at this time if truck-watering is feasible. If not, replacements will be installed in the Spring. The damaged median will retain in's current shape and size but boulders will be added to discourage vehicle crossing. Damage to the median curb will be repaired during the IC project planned for Spring 2026. General tree trimming has also been deferred until next Spring because the holiday lights have already been installed on the trees.
- East Gate - Damaged Island: Discussion was held about the damage done to the round-about island outside of the east gate. KCPOA is pursuing damage-reimbursement from United Rentals Risk Management, the company at fault. However, the island is not KCPOA property. It was noted that KCPOA has undertaken repairs at this location in the past, but it is not clear what authorization was given to do so. D. Firmin will reach out to our Kroger representative with a request for an easement allowing us to repair/maintain the landscaping on the island, now and in the future. Replacing the boulders and removing the damaged shrubs is hoped to be completed before the Thanksgiving holiday.
- South Gate Irrigation: It has been determined that the cost to tap into the non-potable water line, for the purpose of irrigating the future South Gate common area landscaping, far exceeds the cost of continuing to use city water. Estimated cost to tap is \$50,000. The tapping project has been cancelled.
- Community Dumpsters: Currently in place at the Recreation Center parking area, for resident use through October 26, 2025.
- Dog Waste Stations: 2 stations in The Park will now be serviced by Timberline.
- Holiday Greenery: Timberline has submitted a proposal to supply and install holiday greenery throughout the community for a cost of \$6,000 per year. This line item will be included in the CALM committee's budget request for 2026 but is not requested for this year.

Legal – David Firmin

- Nothing additional to report at this meeting.

Executive Session: No executive session held

Adjournment: The meeting was adjourned at 4:04pm.

Next Scheduled Meeting: December 4, 2025 at 2:00p.m.

Respectfully submitted: B. Rist, KCPOA Executive Board Secretary