



KCPOA EXECUTIVE BOARD MEETING
January 22, 2026
MINUTES

CALL TO ORDER: At the direction of Dan Chapman, the meeting was called to order at 2:59p.m.

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

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

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

Introduction of Guests: Bob Lloyd, President RowCal Colorado; Paul Dusha, property owner; Jan Weiland, property owner.

Homeowner Forum

No comments from homeowner guests.

Approval of Minutes

A motion was made and seconded to approve the minutes from the December 4, 2025 regular Executive Board meeting (Holthouse/Hendren). Motion carried. The approved minutes will be posted to the KCPOA website following this meeting.

Old Business

1. 2026 Operating Budget Final Review – M. Holthouse

Prior to this meeting, M. Holthouse circulated the FC's recommended 2026 Operating Budget to EB members for review and discussion. The budget assumes an 11% increase in owner assessments to \$715 per quarter, effective April 1. This was anticipated this year due to the higher costs of living and other economic issues. It was noted that KCPOA has not seen an assessment increase in almost 3 years. **Following budget presentation and detailed discussion, the motion was made and seconded (Holthouse/Hendren) to approve the 2026 KCPOA Operating Budget as presented. Motion carried.** The board thanks the FC for their time and dedication on the community's behalf. The Budget Ratification meeting (date and time) will be placed on the calendar and owners will be notified and encouraged to attend if they have questions.

2. Update on Kroger/Grand Market Point Road Repair Settlement and Easement – D. Firmin

Settlement terms for Grand Market Point maintenance and repairs have been reached and the documents have been finalized and signed. An Easement Agreement has been drafted, which will allow KCPOA to maintain the round-about island (landscape and curbing), but will require



and additional entity's approval (joint owner with Kroger). D. Firmin is working on this issue.

3. The Chronicle Publication – L. Baker

The next edition of The Chronicle will now be published in February (delayed from January so 2026 budget information can be included). Committees are asked to submit articles as soon as possible.

New Business

RowCal Staff Holiday Bonuses – Formal Vote to Approve

During December 2025, the EB members unanimously agreed to award holiday bonuses to the KCPOA Community Manager and Assistant Manager. **At this meeting, the motion was made and seconded (Rist/Holthouse) to approve awarding holiday bonuses by formal vote. Motion carried.**

Wildfire Mitigation Task Force – L. Baker

1. Contract Award – Ratification

On December 18, 2025, by electronic motions and voting, the EB unanimously approved awarding the contract for the **“2026 Priority 1 Fire Mitigation Project”**, to Deer Creek Forestry (DCF) at a cost not to exceed \$38,177. **At this meeting, the motion was made and seconded (Rist/Harvey) to ratify this decision. Motion carried.**

2. Priority 1 Fire Mitigation Project Update

The final contract has been prepared and will be fully executed shortly. The work will be scheduled to begin in the first quarter of 2026.

Finance Committee – Mark Holthouse

1. November 2025 Financial Statements

Following review, **the motion was made and seconded to approve the KCPOA November 2025 financial statements as presented (Holthouse/Harvey). Motion carried.**

2. Finance Committee - Organizational Structure Changes

Following 3 years of dedicated service, Lynn Kehler has asked to step down as FC Chair but will remain a committee member. The FC and the EB formally thank Mr. Kehler for his service as Chair of the FC and continued commitment to assisting the management of KCPOA's finances. **Bernie Schneider has agreed to step up to the Chair position and the FC strongly recommends his appointment. Motion to approve this appointment was made and seconded (Holthouse/Harvey). Motion carried.**

Infrastructure Committee – Brad Harvey

1. 2026 Stritzel Construction Management Agreement – Ratification

On December 22, 2025, by electronic motions and voting, **the EB approved the “Stritzel Construction Management, 2026 Amendment 2 to Consultant Agreement”**. **At this meeting, the motion was made and seconded (Harvey/Rist) to ratify this decision. Motion carried.**

2. Project Updates

Prior to this meeting, B. Harvey circulated a project update report to all EB members regarding work on the Main and South Gates, Roads and Pavement work, and Drainage and Ponds. No questions or comments were made but the significant workload of this committee was noted, with thanks.

3. Infrastructure Committee – Charter Revision

B. Harvey presented a revised “Charter” for the IC (the existing Charter has not been updated since 2020) and his recommendation for approval. The revised Charter removes “safety and security projects” from the IC’s area of responsibility and further specifies that only “NEW street lights, street signs, perimeter fencing, and their subsequent warranty periods” will be an IC area of oversight. Those “EXISTING” infrastructure elements will now be elements stated in the Charter of the Security and Communications committee (SCC – see below). The IC will continue to manage all projects related to roads, curbs and gutters. **The motion was made and seconded (Havey/Chapman) to approve the revised Charter, as presented. Motion carried.**

4. CSU Water Pressure Project Update

CSU advised that approx. 5 property owners have not consented to the water valve inspection that is highly recommend by the company before the water pressure is increased. The management office has given CSU permission to place “door hanger reminder cards” on these properties. CSU will not be responsible for any damages that may occur at a property where a pre-inspection was not conducted. An announcement will also be added to the Weekly Update, encouraging everyone’s participation in this program.

Architectural Review Committee- Barbara Rist

1. ARC Project Status Report

Submitted to the board prior to this meeting. No questions or comments at this meeting.

2. Toll Brother’s Development Update

The final Certificate of Occupancy for the last new construction project in Red Rocks and Preserve, was issued on December 15, 2025. Both developments are now in their respective 2-year warranty periods.

Security & Communications Committee – Dan Chapman

1. SCC Committee – Charter Revision

D. Chapman presented the revised “Charter” for the SCC (the existing Charter has not been updated since 2020). The revised Charter adds “street lights” to the SCCs area of responsibility. The SCC will continue to manage all projects related to existing safety and security infrastructure elements. Following discussion, **the motion was made and seconded (Chapman/Harvey) to approved the revised Charter, as presented. Motion carried.**

2. Northpointe Perimeter Fencing Project – Update

The project to add security fencing below the Northpointe development (at the area above the Loaf n’ Jug) has been completed. The fencing was installed to the specifications and location of the previously approved Option 1 project contract.

3. RFIDs and Gate Access – the Townhomes

Non-payment for RFIDs by Townhome owners was identified and addressed. Townhome owners have been notified, by their own board president, that those who do not submit payments will have their RFIDs disabled on February 1, 2026. They will then have “main gate entry only” into the community. A new process has been developed and implemented, with oversight by the management office (rather than the guard house), so the problem does not occur in the future.



Covenant Committee – Steve Durham

New Committee Member Approval

S. Durham recommended approval for the appointment of **Valerie Hunter to the Covenant Committee. The motion was made and seconded (Durham/Harvey) to approve this appointment. Motion carried.**

Common Area Landscape Maintenance Committee – Chris Hendren

1. Project Proposals

Prior to this meeting, C. Hendren circulated a project proposal report and spreadsheet to all EB members regarding the proposed CALM projects included in the 2026 annual budget. Additional “To Do and Wishlist” items were also shown and discussed.

2. Common Area Surrounding The Retreat

C. Hendren reported that representatives of The Retreat requested that CALM initiate weekly mowings of the native grasses (in the KCPOA common area), during the months of May through August. The high cost of doing this was discussed and it was noted that KCPOA does not mow any location of native grasses on a weekly basis. This expense is not in the approved 2026 budget. CALM may present an alternate, less costly recommendation.

Legal – David Firmin

No other items to report at this meeting.

Executive Session: No session held at this meeting.

Adjournment: The meeting was adjourned at 4:07pm

Next Scheduled Meeting: February 26, 2026 at 3:00p.m.

Respectfully submitted: B. Rist, KCPOA Executive Board Secretary