BOARD OF DIRECTORS ORGANIZATIONAL MEETING
August 27, 2026
MINUTES

Call to Order - President, Scott Hente called the meeting to order at 7:35pm, immediately following the conclusion of the Annual Homeowner's Meeting.

Attending – Quorum was established with board members Scott Hente, Barbara Rist, Mark Holthouse, Chris Hendren, Steve Durham, Martin Stuart, and Colin Thomas present

Election of Officers for the Executive Board for 2026-27
A motion was made and seconded to approve the following EB officers for 2026-2027 (motion carried):

President: Scott Hente
Vice President: Martin Stuart
Secretary: Barbara Rist
Treasurer: Mark Holthouse

Appointment of EB Committee Liaisons

- Finance Committee: Mark Holthouse
- Architectural Review Committee: Barbara Rist
- Infrastructure Committee: Matin Stuart
- Common Area Landscape Committee: Chris Hendren
- Covenant Committee: Steve Durham
- Security and Communications Committee: Colin Thomas

Other Business – Scott Hente

1. **Executive Board meeting minutes for July 23, 2026 submitted for approval:** July 23, 2026 meeting minutes submitted for review prior to the Organizational meeting. No comments or changes. The motion was made and seconded (Rist/Holthouse) to approved the minutes. Motion carried. Theses meeting minutes will be posted to the KCPOA website following this meeting.

2. **July 2026 financial statements submitted for approval:** The July 2026 KCPOA financial statements were submitted for review prior the Organizational meeting. No questions were raised. A motion was made and seconded (Durham/Holthouse) to approve the July 2026 financial statements as presented. Motion carried.

3. **September 2026 Design Guidelines & Maintenance Standards:** The ARC requested final approval for the "September 2026 Design Guidelines & Maintenance Standards", as previously reviewed and submitted, with the successful completion of public posting and 30-day owner comment period. The motion was made and seconded (Rist/Holthouse) to approve the revised guidelines. Motion carried. The complete document will be uploaded to the

KCPOA website following this meeting.

4. **Ratification of Consent for Actions taken by the Executive Board between Formal Meetings – The motion was made and seconded (Durham/Hendren) to formally ratify the following electronically approved proposals. Motion carried:**

    a. On August 3, 2026, the motion was made and seconded (Rist/Durham) to approve/uphold the ARC's decision to deny preliminary approval for the new construction project at 3810 Edgecliff Court, based on the proposed top-of-foundation height exceeding the maximum allowable permitted for the property as specified in Appendix B of the KCPOA Design Guidelines. Motion carried. Owner and Builder notified and revised plans requested.

    b. On August 6, 2026, the motion was made and seconded (Holthouse/Chapman) to approved the proposed 5-year lease amendment for the KCPOA management office. Motion carried.

    c. On August 18, 2026, the motion was made and seconded (Holthouse/Hendren) to approve the 8/6/26 addendum to the Master Service Agreement between KCOPA and Universal Protection Service, LP, doing business as Allied Universal Security Services, establishing the billing rates shown in Exhibit A effective 8/7/26 through 8/3/27 and authorizing the board President to execute the addendum. Motion Carried.

    d. On August 27, the motion was made and seconded (Rist/Holthouse) to approve the 3-year, fixed price Snow & Ice Management Agreement, effective September 1, 2026 through May 31, 2029, for a total fixed contract amount of $113, 250 ($37,750 annually). Motion carried.

5. **EB On-boarding Meeting:** to be scheduled with new board members prior to the September EB meeting.

The next Executive Board meeting will be held on September 24, 2026.

Meeting Adjourned: 7:50pm

Respectfully submitted: Barbara Rist, KCPOA Executive Board Secretary