KISSING CAMELS
PROPERTY OWNERS ASSOCIATION

Architectural Review Committee
Meeting Minutes

Date:	September 8, 2026
Time:	2:00 PM
Location:	KCPOA Management Office and via Zoom
Present:	Tom Danner (Chairman), Barbara Rist (Member & EB Liaison), Fred Van Vurst (Member), Steve D'Amico (Member), Jim Gathen (Member).
Staff:	Dakota Santellana, Assistant Community Manager
Guests:	Carol Grudis (Prospective Member)

1. Call to Order

Chairman Danner called the meeting to order at 2:00 PM.

2. Establishment of Quorum

Quorum was established. Members Danner, Rist, D'Amico, Gathen, and Van Vurst were present in person.

3. Recognition of Guests

Carol Grudis, homeowner and prospective member

4. Approval of Minutes

The ARC meeting minutes for August 14, 2026 were submitted for approval. A motion to approve was made by Ms. Rist and seconded by Mr. D'Amico. Motion carried.

5. Top of Foundation Certifications

a.) None this month

6. Top of Roof Certifications

a.) None this month

7. Ratification of Consent Actions Taken Between Formal Meetings

A motion was made, seconded, and approved to ratify the following project approvals previously made since the last ARC meeting (Van Vurst/D'Amico).

a.) **3139 Virga Loop**

This landscape project was submitted for Approval on 12 August 2025. A motion for approval was made and seconded (Rist/Gathen) on 14 August 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

b.) 3360 Hill Circle

This landscape project was submitted for Approval on 28 August 2025. A motion for approval was made and seconded (Gathen/Rist) on 18 August 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

c.) 3775 Hill Circle

This repaint project was submitted for Approval on 28 August 2025. A motion for approval was made and seconded (Gathen/Van Vurst) on 28 August 2026 to grant Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

d.) 1750 Coyote Point

This landscape project was submitted for Approval on 26 August 2025. A motion for Approval was made and seconded (Gathen/Van Vurst) on 28 August 2026 to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

e.) 3290 Kissing Camel Drive

This structural remodel was submitted for Final Approval on 28 August 2025. A motion for approval was made and seconded (Rist/Van Vurst) on 31 August 2026 to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

8. Completed Projects

The following projects have been completed and inspected by the ARC. Files have been closed and homeowners notified that they may retrieve printed copies of construction and/or landscape plans. Items not collected within one week of notification will be destroyed. All electronic files are retained by KCPOA.

a) 3437 Crest Hollow View

b) 3625 Hill Circle

c) 3436 Skywatch Heights

d) 1258 Almagre Heights

e) 3329 Crest Hollow View

f) 2221 Hill Circle

g) 3755 Hill Circle

h) 3341 Crest Hollow View

i) 3171 Virga Loop

j) 1825 Coyote Point Drive

9. Withdrawn Projects

It was noted that the following projects have been withdrawn:

a. 3341 Crest Hollow View – Remodel

10. Old Business

a. 3810 Edgecliff Ct

The owner has once again appealed to the Executive Board to have their previous decision overturned. The matter is now being handled by Mr Firmin, KCPOA counsel.

b. 2589 Lyons Vista Pt

This owner-builder project was discussed. Committee is concerned that project will not be completed by February 2027, as previously approved. Danner to discuss matter with Firmin. No action taken by committee as this meeting.

11. New Business

a. Tom is Out in November

Danner mentioned that he will be out of town for the November meeting. Rist volunteered to host meeting.

12. Adjournment

There being no further business, the meeting was adjourned.

Next Scheduled Meeting: October 13, 2026 at 2:00 PM