

**Board of Directors Minutes**

September 15, 2026 – Tri-Lakes United Methodist Church @ 6:00 PM

**Roll Call:** **Members Present:** Mike Sauer (President/Common Areas), Tim Beichley, Tom Anderson (Treasurer), Brian Wallace, Joel Dixon (ACC), Kevin Pratt (VP) via phone, Ron Baumert (Secretary) via phone.

**Others Present:** John Highhouse (Executive Director), Carol Goode (Communications), Jack Batson, Karrie Rexford (Social Committee) via phone.

**Call to Order** - The regular session of the King's Deer Board of Directors meeting was called to order at 6:00 PM.

**Approval of Minutes:** The August 18 BOD Meeting minutes were approved by email on August 21, 2026.

**Reports:****Social Committee**

1. Social Committee Budget – Karrie Rexford presented a proposed Social Committee budget for the remainder of 2026 and for 2027 for the board's consideration. She noted that, despite requests, donations have been extremely limited. The board thanked Rexford for leading the group and appreciated the efforts of Rexford and the volunteers in bringing the community closer.

**Communications**

2. HOA policy updates
  - a. Investment Policy (July 2010) – Tom is lead. Postponed to the October BOD meeting.
  - b. The ACC reviewed proposed changes to Design Standards Section XXV regarding fire pits and recommended including the new paragraph in the Standards.
  - c. Fire Mitigation Resolution – The board approved the updated policy and related changes to the Fine Schedule and Design Standards by email on 8/24/2026.
  - d. Meeting Policy – Brian is the lead. The board previously reviewed and commented on the draft policy. Goode presented the final updates, and the board unanimously approved.
  - e. Anti-Harassment Policy – Pratt is the lead. The board previously reviewed and commented on the draft policy. Goode presented the final draft, and the board unanimously approved it.
  - f. Assignment of next policies: Beichley volunteered to lead updates to the Signage Policy 2021, and Wallace volunteered to lead the Dumpster Policy 2023.
  - g. Dixon volunteered to lead updates to four ACC policies: Membership and Voting, Project Fee Schedule, Compliance Fee Guide, and Landscape Guide.
3. Community Emails
  - a. 9/14/2026 - News & Announcements w/ BOD Mtg agenda highlights
  - b. 9/1/2026 – Leadership Survey was sent out to the community and is open for responses until September 14. Goode presented an overview of the statistics, stating they were generally in line with the initial preview results. She will summarize the final survey results and, after board review, will email it to the community. The full survey results and comments will be sent to the board.
  - c. 08/27/2026 - News & Announcements w/ BOD Mtg minutes
4. Goode gave an overview of the upcoming Annual Membership Meeting agenda slide. There were no objections.

**Financials**

## BOD meeting minutes 9/15/2026

1. Anderson reviewed the August 2026 HOA financials, including the balance sheet, August monthly income statement, and August year-to-date income statement. He noted higher administrative costs in August due to additional subscriptions, including Vote HOA Now and UPlanIt reserve study software. Overall, net income is better than budgeted through the end of August.
2. Monthly review and forecast of the reserve study. Anderson used the UPlanIt software to assist Beichley in planning for the park renovation by modeling future reserve funding scenarios.
3. The board unanimously approved the 2027 annual assessment of \$350 and annual HOA insurance of \$17 per property. This represents a \$50 increase over last year's level and is primarily to restore reserve funding.
4. After discussing Rexford's request for funding for Social Committee events, the board unanimously approved \$400 for events for the remainder of 2026.
5. The board unanimously approved adding a line item to the 2027 HOA budget and allocating \$1,300 for 2027 Social Committee events.
6. With the above additions, the board unanimously approved the 2027 HOA budget.

### Manager's Report

1. Highhouse provided an overview of this month's Covenant Enforcement. As of the meeting, open violations have decreased to three, indicating that owners are complying with the notices without further action. One unmown property that was incurring a fine has been mowed.
2. Accounts receivable summary report – Collections have been going well, with only a handful of outstanding accounts. The property on a payment plan has paid in full. Highhouse next stated that the property that was in foreclosure has completed the process. We sent a current account statement to the finance company that took possession. Today we received notification that the property has been turned over to the VA. We then sent a current account statement to the agent representing the transaction on behalf of the VA. Highhouse stated that we were notified that another property is in foreclosure.
3. Board director elections began today (9/15) and will remain open for one month, until 10/15. This year's elections are conducted primarily online again via Vote HOA Now. We mailed paper ballots to a handful of owners without email addresses or whose registration email invitations were rejected.
4. We will mail water meter reading notices at the end of September. Highhouse, Lorrie Kresge, and Amy Smith plan to meet this Thursday to review the final database updates needed to enable submitting water meter readings and photos through the HOA website Owners Portal.
5. Annual Member Meeting notices will be mailed out the first week in October. The meeting is on 11/10 and begins at 7 PM. Doors open at 6:30 for socializing and appetizers. There will again be a door prize drawing for owners who attend.
6. Highhouse asked Annual Membership Meeting presenters to send their updated annual meeting slides to Goode by October 20 to allow time to incorporate them into the slide deck. Highhouse, Goode, Sauer, and Anderson will schedule a date before the meeting to set up and conduct a dry run of the presentation. Other board members are invited to participate.

### Common Areas

1. Work at the Archers Drive entrance was completed. Highhouse raised a concern from a couple of owners about the boulders in this area, as drivers may not see them at night or in the snow. The board discussed the concern and plans to install reflective fiberglass posts in front of each boulder and between them.
2. Mowing of the common areas is complete for this year. Sauer reported that approximately 30 acres of common area were mowed, along with several mowings in the playground and sports field area.
3. Highhouse is coordinating with the maintenance contractor to repair washout damage on the trails. The trails have been surveyed, and damaged areas have been annotated. Highhouse will present a quote to the board for repairs outside the scope of the contract upon receipt.

## BOD meeting minutes 9/15/2026

4. Beichley presented the Steering Committee's recommendations for the playground area and sports field. A section was broken out to address more immediate needs related to the current use of the sports field. The board agreed that Beichley would draft wording for new park signs and that Highhouse would have our HOA attorney review the signs and provide a recommendation. The board will then review the proposed signage before approving it. The committee then discussed liability, level of care, and ADA compliance in greater detail. No consensus was reached on these issues, and the board agreed that more detail is needed. The board asked Highhouse to invite our HOA attorney to the next board meeting, if his schedule allows. The board further agreed that the Steering Committee should continue working on the proposal but asked that the phases be better defined and include associated costs both with and without volunteers.

**Adjournment:** The meeting was adjourned at 8:15 PM, and the board immediately went into executive session.

**Executive Session:** Beichley – A homeowner raised a concern about the response to an outside organized sports team's use of the King's Deer sports field. After a lengthy discussion, the board asked Highhouse to draft a letter outlining the board's stance and submit it to them for review.

The executive session ended at 8:55 PM. The next monthly Board Meeting is scheduled for 6:00 PM on October 20 at the Tri-Lakes United Methodist Church, 20256 Hunting Downs Way, Monument, CO 80132.

Board Handouts:

1. August 2026 Financials

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Mike Sauer, President of King's Deer HOA