



Board of Directors Minutes  
October 21, 2025 – Tri-Lakes United Methodist Church @ 6:00 PM

Members Present: Steven Shurgot (President), Kevin Pratt (VP/Common Areas), Tom Anderson (Treasurer), Mike Sauer (Secretary/ACC), Nathan Kettner (Trails), and Alex Gray (Director at Large)

Members Absent: none

Others Present: John Highhouse (Executive Director), Carol Goode (Communications), Jack Batson

**Call to Order** – The Regular session of the King’s Deer Board of Directors meeting was called to order at 6:00 PM.

I. Communications- Goode and Highhouse

- A. Goode and Highhouse met with Jeff Walker of CyberBasement to discuss a high-level overview of what the HOA is seeking for a public-facing website, an owner-access section of the website, and an admin database tied to the website. The database would include owner data, ACC project data, and water usage data. Our current website contains significant code that is no longer valid and must be run on an obsolete server. Walker is searching for a designer to meet our needs. The developer is needed to build a framework and tie the various databases into the website. If a designer is not found promptly, then Goode will continue searching for an alternative designer. Anderson offered a possible contact. Highhouse informed the board that the cost of the new website could be closer to \$10k, but that we hope it will be much lower by doing most of the website content ourselves. After a discussion about the time frame and urgency of getting this done, the board agreed to move forward.
- B. Review Annual Meeting plans - Presenters who have not already done so should immediately send their slides to Carol for the Annual Meeting presentation. Highhouse, Goode, Anderson, Sauer, and Gray will meet to dry-run the presentation on Oct 28. Goode suggested offering door prizes to encourage attendance, including a golf course gift certificate that Kings Deer Golf Course already donated. After discussing some options, the board agreed to three \$100 Amazon gift cards as additional prizes.
- C. Goode presented, and the board discussed, the results of the greenhouse survey.

II. President’s Report- Shurgot

- A. The board reviewed the changes to the proposal greenhouse policy, and Goode offered community feedback from the survey. The board agreed to a couple of additional changes. Highhouse will provide a draft policy consolidating the changes for the board’s review.

III. Vice President’s Report- Pratt

- A. Pratt requested that Highhouse follow up on the attorney’s review of a new, shorter HOA Contractor Agreement template to be used for minor contracts.

IV. Secretary’s Report- Sauer

- A. The September 16 BOD Meeting minutes were approved by email on 9/26/2025.

V. Treasurer’s Report- Anderson

- A. Anderson presented an overview of the September 2025 HOA financials.
- B. Monthly review and forecast of the reserve study. Anderson updated the monument entrances, stucco wall, and added the website to make these reserve assets much closer to actual repair/replacement costs. After recalculating the assets and retaining their estimated replacement cycles, the funding requirement

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for the reserves increases from \$45k to \$57k per year. The board agreed with the changes to better align with the costs recently experienced on these assets.

- C. The board unanimously approved the 2026 Budget, including changes made to the annual reserve requirements.
- D. The board discussed how best to reach out to community members to get the support needed to pass the ballot issue on the covenant change for assessments. Final details on the ballot wording were also discussed.

### VI. Directors' Reports

#### A. Architectural Control Committee- Sauer

- 1. Many projects were submitted and approved in the past month. The following projects were approved: one deck replacement, one hot tub installation, one project to replace and extend the existing driveway, one construction change order, one deadline extension, one to replace windows, three for roof shingle replacement, and 8 projects for exterior house painting and repairs. In addition to these ACC submittals, the Committee conducted final inspections on five properties. Two were closed out, and their compliance deposit balances were refunded. The other three required additional work or landscaping before the projects could be closed. The next scheduled ACC Zoom meeting is on October 23.
- 2. Galvanized metal, deer netting, or other non-reflective, low-visibility fence material to protect new trees and shrubs. Highhouse and Sauer presented a framework for changing the Design Standards or for adopting a policy that allows and provides specifications. The board members will review and discuss at their next meeting.

#### B. Common Areas- Pratt, Sauer, & Kettner

- 1. Sauer and Highhouse met with another contractor on September 24 to survey the irrigation system at the entrances. Sauer has compared the irrigation companies and provided an analysis and quote to replace the irrigation systems (sprinklers and drips) at all entrances. The board selected a contractor and discussed the timeframe for completing this. Given that the irrigation lines will soon be winterized, the board asked Sauer to see if the quote would still be valid in the spring.
- 2. Sauer purchased two solar lights as a test at the Roller Coaster/County Line Rd entrance, where the monument lights no longer work. The test worked well. Sauer recommended purchasing additional lights for this entrance and along Archers wall. The board unanimously agreed.
- 3. Trails - plans to repair runoff damage and drainage. There is severe trail damage in several areas that are prone to washout. Kettner and Highhouse met with a contractor on September 29, 2025, to survey the most damaged areas and discuss the repairs and a solution to mitigate future damage from heavy rains. Board members disapproved (2 for and 4 against) spending \$27,600 at this time for trail repairs. The board members asked whether urgent repairs to the trails could be done now and whether trail rehabilitation for drainage issues could be revisited in the spring. The board requested that Kettner check with the contractor who provided the quote. The board would also like additional quotes for the trail repairs. Sauer stated that he would check with one of the contractors that he has been working with to see if they could provide an additional quote.

#### C. Fire Safety – Gray

Fire mitigation strategies and Community Wildfire Protection Plans (CWPPs). There were no volunteers to help with this effort. Gray described some resources available that could be posted on the website and disseminated to the community. An open forum sometime in the coming months with a wildfire representative speaking was suggested.

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### D. Manager's Report- Highhouse

1. Scheduled office closures – November 11
2. Due to the owner being unavailable and out of the state, a hearing request for an unapproved fence on Kershaw is scheduled for the December 16 board meeting.
3. Covenant Enforcement – a few initial courtesy emails and notices were sent regarding noxious weeds and the parking of RVs, boats, and trailers outside.
4. Voting for the Board of Directors' election began on September 15 and ends on Friday, October 24. We have already received enough responses for a quorum. After the vote ends, the Tally Committee will review the results.
5. Water meter reading notices were mailed out at the end of September. The board previously directed that photos must be submitted for the reading this year. Owners without the ability to submit a photo can contact the HOA office to schedule a reading. So far, 275 owners have reported out of the 505 properties with wells. The reporting deadline is October 31.
6. Annual Membership Meeting notices were mailed out to all owners on October 7.
7. The vote for Covenant Change regarding the annual HOA membership assessments will take place from November 7 to 21. This vote will be conducted both electronically and by USPS mail.

This was the last board meeting under Steve Shurgot's presidency. The board showed appreciation to Shurgot for his nine years of service on the Board of Directors. Shurgot's term ends after the annual meeting next month.

**Adjournment** - The meeting was adjourned at 8:52 PM. The next board meeting is set for 6:00 PM on November 12 at the Tri-Lakes United Methodist Church, 20256 Hunting Downs Way, Monument, CO 80132

### Board Handouts:

1. September 2025 Financials
2. Covenant Enforcement Report
3. Framework for new standards on protective cages for vegetation

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Steve Shurgot, President of King's Deer HOA