



Board of Directors Minutes
November 12, 2025 – Tri-Lakes United Methodist Church @ 6:00 PM

Members Present: Mike Sauer (President/Common Areas), Kevin Pratt (VP), Tom Anderson (Treasurer), Alex Gray (Secretary), Nathan Kettner (Trails), and Ron Baumert (via telephone)

Members Absent: none

Others Present: John Highhouse (Executive Director), Carol Goode (Communications), Jack Batson, James Oates, Kevin Milyard

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

Guest Presentations – Permanent Roofline Lighting (PRL) tips and guidance were presented individually by Oates and Milyard. The board asked several questions of the owners. The board plans to gather community feedback and develop guidelines to include the newer lighting technologies.

I. Communications- Goode and Highhouse

- A. Goode coordinated with presenters and prepared the slides for the Annual Membership Meeting. Several communication emails were sent out to the community before and after the meeting. An informative email containing details about the Covenant Amendment Proposal regarding Assessments was sent on November 6. The meeting slides were distributed to the membership and are posted on the HOA website.
- B. Goode spoke with Jeff Walker (CyberBasement). He now has someone who can provide the framework for our website.
- C. Goode is testing MailerLite as a possible solution for mass mailings of newsletters and other information to our owners.
- D. Feedback from the Annual Membership Meeting for board consideration.
 1. Light pole swaying – action item for Sauer
 2. Weed control on trails earlier in the season – action item for Sauer
 3. Regulation to prevent a building contractor from placing equipment and supplies in the setback – action item for Sauer/Highhouse
 4. The golf course maintenance building is an eyesore – action item for Gray
 5. Discuss with the golf course management the need and benefits of installing rain sensors on their irrigation system – action item for Kresge

II. President’s Report-

- A. The board unanimously voted to appoint Joel Dixon as the new board member to replace the vacant position for the remainder of the term (November 2026).
- B. The board voted to select the following officers and additional duties appointments:
 1. President – Mike Sauer
 2. Vice President – Kevin Pratt
 3. Secretary – Alex Gray
 4. Treasurer – Tom Anderson
 5. Common Area Maintenance – Mike Sauer
 6. Trails – Nathen Kettner
 7. Deputy for Water - Lorrie Kresge
 8. ACC Liaison – Joel Dixon
 9. Communications/Social Media - Carol Goode

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10. NEPCO rep – Mike Sauer

- C. The board unanimously reappointed Lorrie Kresge as an unpaid consultant for the board with the title of “Deputy for Water”, and Carol Goode as an unpaid consultant for the board with the title of “Communications.”
- D. The board unanimously voted to retain Alchian, Snelling, Dixon, Sauer, and Schlue as ACC members.
- E. The board unanimously voted to remove Shurgot's signature authority for bank checking accounts, since he is no longer on the board. Furthermore, the board unanimously voted to grant the new president, Mike Sauer, signature authority over the HOA’s checking accounts. Anderson and Highhouse retain their existing signature authority for all HOA accounts.
- F. By signing a written agreement to do so, the board agrees to conduct business by email, as allowable under IV.6 of the Bylaws.
- G. Board members also completed the Code of Conduct Forms and the Board Conflict of Interest Statements.
- H. The board unanimously voted to set the 2026 Annual HOA Insurance fee at \$17.00, due on January 1, 2026.
- I. The board tabled setting the 2026 Annual HOA Assessment amount until they receive the results of the current ballot measure. The community will be notified by email newsletter. The assessment invoices will be mailed via USPS on or before December 1, 2025, and will become due January 1, 2026.
- J. The board agreed to keep the regularly scheduled Board meetings on the 3rd Tuesday of each month at 6:00 PM at Tri-Lakes United Methodist Church. The next board meeting is December 16, 2025.
- K. The board set the following 2026 event dates:
 - 1. 2026 Annual Assessment and HOA Insurance due date: January 1, 2026
 - 2. Annual Lot Mowing deadline: June 30, 2026
 - 3. Garage Sale: August 7, 8, and 9, 2026
 - 4. Water Meter Reading deadline: October 31, 2026
 - 5. Annual Membership Meeting: November 10, 2026 @ 7:00 PM

III. Vice President’s Report- no report

IV. Secretary’s Report-

- A. The October 21 BOD Meeting minutes were approved by email on 10/27/2025.

V. Treasurer’s Report-

- A. Anderson presented an overview of the October 2025 HOA financials, followed by the monthly review and forecast of the reserve study.
- B. Anderson then discussed the covenant change ballot issue and what the board can do to help ensure a successful voter turnout.

VI. Directors’ Reports

A. Architectural Control Committee- Sauer

- 1. Fewer projects were submitted and approved in the past month. The approved projects include: one deck replacement, one fence, an outdoor generator, two construction change orders, one roof shingle replacement, and two exterior house painting and repair projects. In addition to these ACC submittals, the Committee conducted one final inspection, which was closed out, and the compliance deposit was refunded.
- 2. There is only one ACC meeting in November and December.

B. Common Areas- Pratt, Sauer, & Kettner

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1. Colbys Cactus Cowboys LLC began urgent trail repairs to heavily washed-out areas in the first week of November. The contractor plans to compact these areas after the ground gets some more moisture from the next precipitation. The areas will be inspected with the contractors after completion. Next spring, Kettner will address the board with proposals for more extensive trail rehabilitation to reduce washout damage.
 2. Sauer purchased additional solar lights for installation at the Roller Coaster/County Line Rd entrance, and along the wall near the Archers entrance. Sauer raised the lighting along Archers wall so the solar lighting is above the shrubs, so they get enough sun. The board asked Sauer to obtain quotes to repair the electrical system at both sides of the Roller Coaster/County Line entrance.
 3. The irrigation system was blown out and winterized at the beginning of November. The maintenance contract with the golf course has ended for the year. Sauer has had preliminary discussions with some contractors about performing maintenance for the 2026 season.
 4. Sauer contacted a well company to evaluate an old, abandoned well located in the HOA common area north of Trumpeters Court. The well company will begin work assessing the well's depth and provide a cost estimate to cap it if needed.
- C. NEPCO – Sauer will be attending the next meeting on Saturday. Our County Commissioner, Holly Williams, will be addressing land development, road maintenance, water, and other topics.
- D. Manager’s Report- Highhouse
1. Scheduled office closures – November 27-28. December 8-12.
 2. Covenant Enforcement –
 - a. Reminder notices were emailed to 54 owners for failing to submit their water meter reading photos before the October 31 deadline. As of now, about 20 owners have not reported. The board unanimously approved a fine of \$100, effective November 13, 2025, and \$50 per week thereafter, in accordance with the Delinquent Water Meter Reading Policy, for non-reporting owners.
 - b. The board will review and update the Delinquent Water Meter Reading Policy, becoming effective for the 2026 reporting season.
 - c. Owners raised complaints and concerns about PRL and holiday lighting. The board heard earlier some presentations and discussed. The board plans to gather community feedback and develop guidelines to include the newer lighting technologies.
 3. The board approved the new Greenhouse Policy via email on October 27. The ACC has some concerns about the implementation and enforcement of the policy. Sauer will gather feedback from the ACC and present their recommendations to the board.
 4. Kimberlee Gresham with the PWES Parent and Community Advisory Committee (PCAC) invited a board or community to join their meeting on November 21 at 7:45 AM. A request for volunteers was made in a recent the recent HOA newsletter.
 5. There was a rent increase for the HOA off-site storage. This is the second increase this year, from \$210 to \$234 in January to \$261 now. This unit stores spare streetlights, HOA records, signs, and other items. Sauer and Highhouse are consolidating and clearing out unnecessary items to reduce the storage unit size needed and possibly find a less expensive provider.
 6. The vote for Covenant Changes regarding the annual HOA membership assessments began on November 7 and ends at the close of business on November 21. Highhouse is providing election support and regularly updating the board.

Adjournment - The meeting was adjourned at 8:12 PM. The next board meeting is set for 6:00 PM on December 16 at the Tri-Lakes United Methodist Church, 20256 Hunting Downs Way, Monument, CO 80132

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Board Handouts:

1. October 2025 Financials
2. Covenant Enforcement Report
3. PRL (lighting) tips

Mike Sauer, President of King's Deer HOA