



Board of Directors Minutes  
September 17, 2024 – Tri-Lakes United Methodist Church @ 6:00 PM

- Members Present: Steven Shurgot (President), Greg Wolff (Secretary), Tom Anderson (Treasurer), Josh Klenda (NEPCO)
- Members Absent: Eric Paulik (Vice-President), Ken Harris (common area maintenance), Kevin Pratt (ACC)
- Others Present: John Highhouse (Executive Director), Mike Sauer (board candidate), Arben Vuthi
- Presentation: An owner expressed concern about noise from multiple large events at short-term rentals in the neighborhood and asked what the board could do about it.

**Call to Order** - Regular session of the King's Deer Board of Directors meeting at 6:00 PM.

I. President's Report

- A. Shurgot requested feedback from the board for a proposed Code of Conduct Policy for board and committee members. The board requested Highhouse to have the HOA attorney review the document. Shurgot set a target date of the October board meeting for approval.
- B. Events for board election and the proposed covenant change
  - 1. The second open forum meeting was held on August 29 at the King's Deer Golf Clubhouse. Anderson and Shurgot responded to many of the questions that were raised. After the meeting, Anderson updated the FAQs on the presentation slides to include some of these responses. The audio quality was, unfortunately, poor for Zoom participants. The slide presentation is available to all Kings Deer owners as a PDF on the owner's login section of the HOA website under the BOD minutes.
  - 2. Highhouse forwarded owner concerns on the covenant change ballot to the board members.
  - 3. The board discussed the need to get volunteers to canvas the neighborhood. The board will hold an informational meeting via Zoom to prepare the volunteers. The volunteers would encourage residents to vote and present the same material that was distributed at the open forums and with the online ballots. Anderson and Highhouse were tasked with generating an email blast to send out to all residents about the election and asking for additional volunteers to canvas, focusing on the Classic area first. We will try to use an email process whereby we can send a link and attachment.
  - 4. Tally Committee members – Shurgot and Klenda volunteer to verify that the paper ballots match what the administrator entered into the electronic voting database.

II. Vice President- no report

III. Secretary's Report

- A. Wolff reported that the August 20 BOD Meeting minutes were approved by email on 8/30/2024.

IV. Treasurer's Report

- A. Anderson presented the August 2024 HOA financials to the Board.

V. Directors' Reports

A. Architectural Control Committee

- 1. Many projects were approved by the Committee within the past month including final inspection reviews, detached garage approval, temporary mailbox approval, installation of a shed under the back

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deck, two pergolas, two fences, installation of new windows, a deadline extension, several stucco repairs and repaint the exterior, and two new roofs.

2. The ACC recommends to the Board of Directors adding the installation of temporary mailboxes to the list of routine items that the Executive Director can give an in-office approval. The board unanimously approved.
3. The Committee has a new candidate, Joel Dixon, who attended the first of the mandatory ACC meetings before consideration for appointment by the board.

### B. Common Areas

1. Harris assessed the work done by Kessler Inc. to the trails, and forwarded a recommendation to the board. Highhouse and Anderson conducted a second assessment of the work done to the trails, as required per the Contracts Commitments and Disbursements Policy. Highhouse showed this assessment to the board. All present board members have personally viewed the trails and provided comments during the discussion. The board assessment was that the requirements of the contract were not yet fulfilled. Shurgot will follow up with Harris on the results of the board discussion, addressing the scope of work and areas of concern that need to be resolved.
2. Street light pole repairs. Wolff took the second broken Classis pole to Wagner for repairs. The first pole is not done yet. Wolff will follow up on the repairs in the coming weeks

C. NEPCO General Membership Meeting was held on Saturday, Sep 14. Klenda reported that much of the discussion revolved around planning and the improvement at Fox Run Regional Park. An ice rink will be built next to the new visitor center at the park.

### D. Manager's Report

1. Scheduled office closures – October 14 (federal holiday)
2. Covenant Enforcement
  - a. Highhouse removed numerous unauthorized commercial signs from entrances and intersections in Kings Deer. One owner responded to the request to remove multiple contractor signs at the entrance of their property.
  - b. Courtesy notifications were sent to multiple owners for noxious weeds, dead trees, mowing, and other miscellaneous violations.
3. Highhouse is coordinating with Vote HOA Now on electronic voting. Email invites were sent out on September 6 to owners who have current emails on file with the HOA. Owners who have not received the invite should first check their junk mail folder and then contact the HOA office.
4. The Tri-Lakes United Methodist Church is hosting its 2024 "Fall Fest" on Saturday, October 12, from 4-6 PM. All King's Deer residents are invited to join this free event. See the link on the King's Deer HOA website homepage for more details.
5. Key Event upcoming (see below action items)

## VI. Action Items

- A. Mail out water meter reading notices – Sept 25-30 (Highhouse)
- B. Mail out the *Official Notice of Annual Meeting* (postcard) and post the notice and budget on KD website. (Highhouse)
- C. Approve the 2025 annual assessment/insurance amounts and 2025 budget NLT Nov 1. (BOD)
- D. Begin preparations for the Annual Membership Meeting (Secretary)

**Adjournment** – The meeting was adjourned at 7:40 PM. The next Board Meeting is scheduled at 6:00 PM on October 15 at the Tri-Lakes United Methodist Church, 20256 Hunting Downs Way, Rm 101, Monument, CO 80132.

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Steve Shurgot, President King's Deer HOA

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Greg Wolff, Secretary King's Deer HOA

### Attachments:

1. August 2023 Financials
2. Covenant Enforcement Report