



Board of Directors Minutes
November 19, 2024 – Tri-Lakes United Methodist Church @ 6:00 PM

Members Present: Steven Shurgot (President), Kevin Pratt (VP), Tom Anderson (Treasurer), Mike Sauer (Secretary/ACC), Nathan Kettner (Trails), Ken Harris

Members Absent: Josh Klenda (NEPCO)

Others Present: John Highhouse (Executive Director)

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

Guest Presentation: Chris Warren with TLUMC on a request to install directional signs.

I. President's Report-

- A. The board unanimously approved officers and additional duties appointments as follows:
 - 1. President – Shurgot
 - 2. Vice President - Pratt
 - 3. Secretary – Sauer
 - 4. Treasurer – Anderson
 - 5. Common Area Maintenance – Pratt
 - 6. Trails - Kettner
 - 7. Deputy for Water - Lorrie Kresge
 - 8. ACC Liaison – Sauer
 - 9. Communications/Social Media - Carol Goode
 - 10. NEPCO rep – Klenda
 - 11. Director at Large - Harris
- B. The board appointed Lorrie Kresge as a non-paid consultant for the board with the title of “Deputy for Water” and Carol Goode as a non-paid consultant for Communications & Social Media
- C. Agreement to conduct business by email, as allowable under IV.6 of the Bylaws, signed and collected
- D. Board Conflict of Interest Statements signed and collected
- E. Shurgot discussed the new Code of Conduct policy for Board and Committee members
- F. The board set regularly scheduled Board meetings to be held on the 3rd Tuesday of each month, 6:00 PM at Tri-Lakes United Methodist Church with the December Board meeting will be held on Dec 17, 2024
- G. The board set the following 2025 event dates:
 - 1. Annual Lot Mowing deadline: June 30, 2025
 - 2. Garage Sale: August 8, 9, and 10, 2025
 - 3. Annual Membership Meeting: November 4, 2025 @ 7:00 PM
- H. The board will review the 2024 Annual Membership Meeting Minutes and vote by email or at the next regular board meeting

II. Vice President-no report

III. Secretary's Report-

- A. The October 22 BOD Meeting minutes were approved by email on 10/25/2024
- B. Sauer discussed the Articles of Merger with the board and questioned some of the implications of the document. The board requested that Highhouse contact the HOA attorney on the matter.

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IV. Treasurer's Report-

- A. Anderson presented the October 2024 HOA financials, detailing the Budget vs Actual for the year and the Balance Sheet.
- B. The board, by email on 10/31/2024, agreed to commit to limiting the 2025 assessment to \$375 if the current ballot measure is approved.
- C. The board unanimously approved rescinding the investment policy that was approved last month and rolling back to the previous investment policy dated July 2010

V. Directors' Reports

A. Architectural Control Committee-

1. The following projects were approved by the Committee during the past month; a project replacing roof shingles and repainting the house exterior, one front door replacement, and one landscape approval. One fence application was disapproved.
2. Regarding the request from Chris Warren on direction signs for TLUMC, the board would like to see a presentation including the size, graphics, and how it is attached to the light pole. The board is open to a six-month trial period. TLUMC would be responsible for any damage to the poles from the signage.

B. Common Areas-

1. Archer's wall repairs – Pratt, Sauer, and Highhouse met with Robert Glenn of RGPD to assess the damage to the walls east and west of the Archers' entrance. RGPD provided a quote for repairs to the wall. It is believed these repairs are needed to prevent further deterioration of the wall. The board requests Pratt gather additional bids and wait until spring before considering the work to start.
2. Trail structural repair by Kessler Inc. – Harris inspected the work done and closed out the trail refurbishment contracts. Some additional cleanup items were identified by Wolf. Pratt is addressing these items with Kessler Inc.
3. Streetlight pole repairs – Archers and Trumpeters, Archers and Lancers. The light pole at Archers/Trumpeters was installed. However, we are missing the tops (which house the electrical components) of the classic-style poles. These are no longer in production. Pratt and Highhouse to find a solution. The missing light pole from Archers and Lancers was returned.
4. Maintenance of monuments. The signs at the Archers and Kings Deer Point entrance monument need repainting. Kessler Inc. will do the work under warranty when the weather allows.
5. With the growing season having ended, the replanting of the dead plants at the entrance monuments is postponed until spring.
6. We received a courtesy notification from the Lewis-Palmer School District that lighting will be installed in the west parking lot at Prairie Winds Elementary School. The district intends to be mindful of the potential adverse effects on the neighborhood by having the lights on timers and directing the lighting away from neighboring properties. As PWES is not part of the HOA, any questions/concerns should be made to the school district.

- C. NEPCO- The November meeting was canceled due to the weather. It has been rescheduled to December 14 at the Woodmoor Barn. County Commissioner Holly Williams is the guest speaker.

D. Manager's Report- Highhouse

1. Scheduled office closures – November 28, 29
2. Covenant Enforcement
3. The HOA website has significant problems which prevent updating to the current PHP version. The board asked Highhouse to research off-the-shelf alternatives. TownSq responded with a demo and

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quote. AppFolio is scheduled for 11/22/2024. The board asked that Highhouse and Goode work together on a solution.

4. The water meter reading deadline was 10/31/2024. Kresge and Highhouse are still collecting from late reporting owners. There were 43 emails sent to those not reporting as of 11/5. On 11/12, there were 21 delinquent meter reading notices mailed out. As of today, there are 11 still outstanding. The board concurred with following the established water meter reading policy for enforcement and fines.
5. The *Official Notice of Annual Meeting* and the second ballot were mailed out on November 1. The ballot was also started electronically using Vote HOA Now, with initial emails sent on November 1.
6. Highhouse has been providing board members with community feedback and regular updates on the covenant change for assessments ballot issue.
7. Transferred \$1000 from the water reserves to the POPA reserve fund on 11/13. The POPA annual financial report was sent to the HOA attorney on 11/18 so he could file the status report to the water court.

VI. Action Items

- A. A reminder that board members need to comply with the FinCEN BOI reporting requirements

Adjournment – The meeting was adjourned at 8:10 PM. The next Board Meeting is scheduled at 6:00 PM on December 17 at the Tri-Lakes United Methodist Church, 20256 Hunting Downs Way, Rm 101, Monument, CO 80132.

Steve Shurgot, President of King's Deer HOA

Attachments:

1. October 2024 Financials
2. Covenant Enforcement Report
3. Conflict Statements
4. Agreement to do Business
5. Board & Committee Code of Conduct