



Board of Directors Minutes
February 20, 2024 – Tri-Lakes United Methodist Church @ 6:00 PM

Members Present: Steven Shurgot (President), Greg Wolff (Secretary), Tom Anderson (Treasurer), Ken Harris (common area maintenance), Kevin Pratt (ACC), Josh Klenda (NEPCO)

Members Absent: Eric Paulik (Vice-President)

Others Present: John Highhouse (Executive Director), Mike Sauer

Call to Order - Regular session of the King's Deer Board of Directors meeting at 6:01 PM.

I. President's Report- Shurgot

- A. Tabled from the December & January meetings. Board plans for holding additional community meetings to discuss the HOA future financial needs and the board's covenant change proposal to raise the cap on annual assessments. Also tabled was the board discussion on the required number of affirmative votes needed to make any covenant change. Treasurer's report contains presentations that include both topics.

II. Vice President- no report

III. Secretary's Report- Wolff

- A. January 16, 2024 BOD Meeting minutes were approved by email on January 23, 2024.

IV. Treasurer's Report- Anderson

- A. January 2024 HOA financials were presented to the Board.
- B. Anderson gave a presentation on the need to update the reserve study with current costs gathered from industry specialists. The major components were assigned to various board and HOA members as follows:
 - o Trails/Bridge – Pratt and Harris
 - o Playground/Pergola and picnic benches – Anderson and Wolff
 - o Asphalt – Pratt and Klenda
 - o Pond/Gazebo – Shurgot
 - o Streetlight/Signage – Sauer
 - o Klenda to assist with obtaining contacts for industry specialists.
 - o Anderson to consolidate the numbers.

Highhouse obtained a quote from Association Reserves to conduct an update to our reserve study, with the aid of HOA provided scope and information. Anderson will email the past several reserve studies to board members to help determine the scope of work and other factors used for each component.

- C. Anderson presented a way forward to hold community elections for any change to the covenants. Highhouse researched costs and coordinated with Anderson for an external provider to conduct the electronic voting. *Vote HOA Now* provides a HOA-focused voting solution would be the best option. Anderson discussed the need to educate owners through multiple avenues, including meetings, signs, email, and door-to-door. Anderson further proposed a tentative timeline that has two open forum meetings in June, ballots mailed July 1, and August 1 as the election close date. Motion passes (5 for, 1 against) to hold a vote for two items using a combination of electronic, mailing, and door-to-door. The two items are: a covenant change proposal to raise the cap on annual assessments, and a proposal to change the covenants' minimum number of affirmative votes needed to make covenant amendments.

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- D. Anderson presented a draft Contract Commitments and Disbursements Policy. The policy establishes written procedures that are currently followed by the board and HOA manager. The board gave unanimous approval on the policy with addition of specified signature authority on checks.

V. Directors' Reports

A. Architectural Control Committee- Pratt

Winter weather is impacting the ACC projects. No meeting in January because there were no ACC applications submitted.

B. Common Areas- Harris.

1. In January, the board approved to remove the portable toilet from the sports field except during the warm season, and asked Highhouse to try to negotiate so there is no "removal fee" each time the unit is taken away. Highhouse discussed the request with Republic Services and is waiting for a response. Highhouse will email the board when a response is received on all costs involved, and the board will determine if any further action is needed.
2. Archers' monument entrance has edging plowed up by snowplows. Harris to check the damage and contact Kessler Inc. for repairs to make the entrance "snowplow resilient".

C. NEPCO- Wolff attended the January 20th NEPCO meeting. Presentations were given by local law enforcement agencies that highlighted each department's organization, staffing, and provided general information on current data and trends. Major discussion involved items stolen from cars parked outside.

D. Roads- Wolff. Construction on Royal Troon began on 11/13/2023. Relatively warmer weather arrived mid-January and it appeared that the crews began working on the next section of Royal Troon (between Roller Coaster Rd and Kings Deer Point.) However, little has been accomplished because of the frequent snowstorms and frigid weather. Wolff noted that since the equipment has been removed from the area, it was likely that the crews were done for the season and would come back to finish the project when the weather remains warmer.

E. Water- Highhouse updated all records with the 2023 readings in the water database on the HOA website.

F. Manager's Report- Highhouse

1. Scheduled office closures – none scheduled. Schedule vacation time May 17-31. Due to multiple members being unavailable in the latter part of May, the board unanimously approved moving the May board meeting to May 14.
2. Sent 1099's to third party vendors and reported to IRS.
3. Renewed the HOA registration for 2024 with Colorado Division of Real Estate.
4. Continuing to assist Allen Alchian with the converting of all existing house plans to a digital format for ACC archive. There are many of the older homes that do not have house plans on file. For the past few years, we have been requiring a digital copy for project submission.
5. Approval received for Brandon Industries order in an amount less than \$2400 for mailboxes and replacement parts for streetlights.
6. Secure mailbox option for King's Deer Highlands. Wolff researched several decorative secure mailbox options and brought samples for the board to look at. Klenda and Wolff both presented secure mailbox options. The board unanimous approved the following two secure mailbox options for owners in Highlands:

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- a. *Mail Boss 7506 Mail Manager Curbside Locking Mailbox, Black.* The *Mail Boss 7121 Black In-Ground Mounting Post* must be used with this mailbox option.
- b. *Architectural Mailboxes 6300B-10 Oasis 360 Locking Parcel Mailbox, Extra Large, Black.* Must be used with the *Architectural Mailboxes 7516B-10 Pacifica in-Ground Steel Mailbox Post, Black.*

These mailboxes are readily available from several retailers. The board reminds owners that post style mailboxes can only be used in King's Deer Highlands. Owners in King's Deer Classic may use the mailbox of their choosing but must be mounted in the ACC approved mailbox monument. The existing Brandon Industries Estate Mailbox will continue to be an option for owners in King's Deer Highlands and is available from the HOA office.

7. Contacted MVEA about electric rates for common area lighting (streetlights and entrances). There was a 10% rate hike at the beginning of this year for member owned lighting (this is the type that Kings Deer has) serviced by MVEA. The street lighting is billed at a set rate per light, not by the amount of electricity used.
8. Covenant Enforcement Status Report
 - a. 19527 Kershaw - Waiver request letter received and forward to the board, to waive fines imposed for late water meter reading and unapproved monument mailbox in Highlands. After consideration, the board unanimously denied the waiver request.
 - b. Notices were posted on 1/24/2024 at properties with unpaid assessments as of that date. Statements were emailed on 2/1/2024 to owners that still had unpaid assessments. Late charges were imposed on 2/9/2024 and will continue monthly, with interest, until paid. As of 2/20/2024, there were 3 unpaid assessments.

Adjournment -

The meeting was adjourned at 8:50 PM.

The next Board Meeting is scheduled to be held 6:00 PM on March 19 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

Greg Wolff, Secretary King's Deer HOA

Attachments:

1. January 2023 Financials
2. Draft Contract Commitments and Disbursements Policy