



Kissing Camels Property Owners Association, Inc.  
COMMON AREA LANDSCAPE MAINTENANCE COMMITTEE  
MEETING  
February 17, 2022

MINUTES

Call to Order– At the direction of the Committee Chair, the meeting was called to order at 2:05 PM.

Establish Quorum – Quorum was established.

Committee Chair	Brad Harvey	Present
Board Liaison	Sandi Swinford	Present
Committee Member	Kathy Holdridge	Present
Committee Member	Larry Entwistle	Present
Committee Member	Carol Cannon	Absent
Committee Member	Sue Neill	Absent

Diane Hampson, KCPOA Community Manager and Teresa Lamothe, Assistant Manager, were also in attendance.

Introduction of guests – none.

**Review & approve minutes of January 18, 2022**

A motion was made to approve minutes of January 18, 2022 as Submitted. (Holdridge/Entwistle) Motion passed. The minutes from February 17, 2022 will be compiled by Teresa Lamothe and emailed to committee members for approval.

**Committee Updates –**

**1. Committee Updates –**

- a. Kathy will collaborate with Cooper Trowel to order two new pots with saucers. Timberline will move rose bushes at the east gate cost \$1,217.56.  
A motion was made for removing turf in flower bed at North entrance outside the gate as presented. (Holdridge/Entwistle). Motion passed.
- b. Kathy noted to the committee that the December 15<sup>th</sup> 2021 wind storm broke holiday decorations and Kevin with Timberline will supply an estimate for the 2022 budget.
- c. Sandi discussed adjusting the cost of the benches including engraving the plaque and delivery to a new price of \$1,500. The Chair noted with the new published price, CALM would absorb any added costs.  
A motion was made to publish the new price to sponsor a bench as presented.

## 2. **Community Manager Report –**

- a. A work order was issued to Berwick Electric to repair/replace gas light fixtures, adjust lights under two large pine trees and other outlets at the main, North, and East gates.
- b. Cooper Trellis has been advised not to buy flowers from the Garden of the Gods Club. The Manager will have a budget number for the next meeting.
- c. The holiday decorations were stored by Timberline, two wreathes need to be replaced and two commercial wreathes provided.

## 3. **Updates – Ongoing Projects**

- a. Trails Connection to RR Developments – Brad
  - The Chair tabled pending proposal to connect pathways.
- b. Timberline Contract - Brad
  - The Chair discussed the Timberline contract renewal beginning April 1, 2022, ending March 31, 2023 base contract amount of \$40,613. The contract includes all joint activities and winter watering on a Time and Material bases. The contract has a 3% increase.  
A motion was made to recommend to the EB Timberline contract renewal as presented. (Swinford/Holdridge). Motion passed.
- c. Budget Requests - Sandi
  - Sandi discussed the FC has requested the committee provide them with our 2023 budget requests.

## 4. **Other Business**

- a. Budget Requests for FY 2023
  - The Chair noted 2023 budget requests will be reviewed at the next meeting.

Adjourn - The meeting was adjourned at 2:40PM.

Next Meeting: Tuesday, March 17, 2022 at 2:00PM.