

Meeting Minutes
Infrastructure Committee
Kissing Camels Property Owners Association
March 10, 2022

Dick McCaskill	Committee Chair	Present
Mark Holthouse	Committee Member / EB Liaison	Present
Carl Smith	Committee Member / Drainage	Present
John Frank	Committee Member /Roads	Absent
Ron Johnson	Committee Member / SC Liaison	Present
Bud Ingels	Committee Member/Construction	Present
John Hurwitz	Committee Member	Present
Diane Hampson	Community Manager	Present
Bruce Barbarick	KCPOA Asphalt Consultant	Absent
Mark Stritzel	KCPOA Const. Management Consultant	Present

The KCPOA Infrastructure Committee (IC), reporting to the EB, has as its responsibilities the implementing of the KCPOA land development process for unplatted vacant land parcels, the monitoring and maintenance of common area roadways and selected non-road physical assets, the monitoring and maintenance of corporate KCPOA drainage facilities, and providing capital and operating budget input to the EB. Meetings are generally held monthly, with special purpose meetings and working sessions called as needed.

The meeting was called to order at 3:30 PM by Dick McCaskill, IC Chair. Quorum was established.

The minutes from February 10, 2022, were approved as submitted. (Johnson/Holthouse).

Old Business:

Progress Reviews:

a. Drainage Study Update – Carl Smith

- i. The base plan is developed per Terra Nova Engineering (TNE). Houses are numbered, and now they are waiting for good weather to start identifying the structures, pipes, etc. Carl and Bud Ingels to review the base plan.
- ii. Inclement weather causing some delays, but nothing significant.

b. KCPOA 2022 Road Maintenance Planning – Dick McCaskill

- i. Ongoing work. Discussed the cycle/amount of time between emulsion seal coat and Type 2 Slurry, based on new enhancements to the products. Bruce may suggest elongating the 5-year terms to 6-8 years, which will spread out costs over a longer time period. Current preliminary estimate of the financial impact for 2022 paving season is in the range of \$180,000.

- ii. Inflation in the last model was 3%; the revised planning assumption will be 6% for the coming year, then 5% for two years, then 4% thereafter. From a financial budgeting and Reserve Fund perspective, the most important budget numbers are for the next three years.
 - iii. John may add funds to the extra costs, i.e., crack fill, concrete repairs, Bruce's consulting fee, etc. Before the next meeting, Dick should have relatively accurate amounts for the 2022 road season. Mark Holthouse informed the IC the current asphalt budget amount for 2022 is \$204,000.
- c. RRP4 – Estimates for Warranty Assurance Bond (WAB)**
- i. HR Green provided an estimate on behalf of Toll Brothers to estimate the amount of the WAB required for Red Rock Point 4. The estimate was \$1,158,782 compared to the prior estimate of \$900,000. The HR Green estimate includes landscaping.
 - ii. KCPOA requires that the WAB include all landscaping items, including the retaining wall, all plants, trees, shrubs, flowers, rocks, etc.
 - iii. Dick will send an email to Toll Brothers Jonathan Adkins to verify the WAB amount covers all items as discussed between KCPOA and Toll Brothers.
 - iv. Having agreed the amount of the WAB sufficiently protects KCPOA in the event that Toll Brothers defaults on its obligations, a motion was made and seconded to accept the bond at no less than \$1,158,000 (Holthouse/Smith). Motion carried. [Subsequently Toll Bros agreed to and produced WABs that total \$1.2 million]
- d. Proposed Amendment to the Red Rock Point 1 Development Agreement (RRP1 DA)**
- i. Toll Brothers and KCPOA both had items to amend to the DA.
 - ii. Toll: Final detailed grading plan did not allow adequate drainage on the lots without higher TOF allowances; wanted to create a model home (Feature Home). KCPOA wanted to place some restrictions on the Feature Home; Toll wanted to also build Quick Move-In (QMI) homes.
 - iii. Appendix B Covenant Standards: parcel separated in three filings, needed to update Appendix B to coincide lot numbers with all three filings. Covenant standards needed to be specified per lot, including allowance of walk-out units.
 - iv. Indemnification language: Toll's wording is preferred to the current wording in the DA.
 - v. All issues were facilitated via meetings with Toll Brothers and included Barbara Rist, ARC Chair, Mark Holthouse, and Dick McCaskill.
 - vi. Toll presented a letter from GOG President James Gibson, allowing Toll Brothers use of non-potable water for Red Rock Point 4 Common Area landscape.
 - vii. Collecting a \$500 Architectural Review Fee along with a further Impact Fee per lot.
 - viii. Motion: After discussion and having read the proposed Amendment to the Development Agreement for Red Rocks Point 1 as presented and discussed, and, with the knowledge that this proposed Amendment was reviewed and approved by the Chair of the ARC as well as Ron Lehmann,

the motion is made to approve the March 2, 2022, version of the Amendment to the Development Agreement for Red Rock Point 1 with Toll Southwest. Voting in favor of this motion will serve to instruct the IC Chair to forward this March 2, 2022, Amendment to the Executive Board with the IC's recommendation that the Board approve the Amendment for execution (Holthouse/Ingels). Motion carried.

- ix. The Chair noted a recommendation made by Peter Martz that the IC should consider taking measurements of the wall in the NorthPointe development with concern for potential soil movement along the north slope. The Chair directed the management office to alert Mark Stritzel

e. Budget – Mark Holthouse

- i. Not anticipating any consulting expenses in operating in excess of \$5,000.
- ii. Almost everything happening in the IC is either new developments or consulting for streets, therefore Reserve items.
- iii. Net – budget down 25% because there is no East Gate development.
- iv. Drainage – Reserve item is an increase to the 2022 reserve budget.
- v. Final budget numbers are due within the next thirty days.

f. Manager's Report

- i. Taylor Fence relocating gates to coincide with amount of roadwork at the North gate: Taylor Fence to provide a proposal for moving the gates.
- ii. Owner end of Star Rise Point wanted a smooth over driveway apron. Bruce looked at it and the Chair decided it is an owner issue.
- iii. Working on revising and consolidating the street cut agreement and related policies, and documents.

New Business:

Knowledge Base Task Force – John Hurwitz

- i. A Task Force has been appointed to review document and deliverables management.
 - i. Catch misses and gaps that could fall through the cracks
 - ii. Facilitate a process for Board and Committee members to create more reliable and comprehensive “Knowledge Base” (KB) of data and facts for the developments approved within KCE
 - iii. Deliverables lists could contain hot links which would take the user directly to a document in an electronic KB such as SharePoint.
- ii. Assure ownership accountability and reliability to make sure all users are accessing the same document to view, edit, and update.
- iii. John would like feedback on any items missing from the draft Knowledge Base Information Table (KBIT).

Point-to-Point Communications – Ron Johnson

- i. Still considering multiple options in lieu of fiber optic communications.
- ii. The IC and Security and Communications Committee should consider developing

- a plan to determine what is needed, then decide how to use the right technology.
- a. What do we want to accomplish?
 - b. Develop technology plan based on goals.

NorthPointe Wall – Mark Stritzel

- i. Spoke to Michal Orsillo and Diane -neither has the original documentation or survey shots. There are two survey markers embedded in the wall, each about the size of a nickel. Kevin O’Leary (LWA engineers) to provide a proposal on scope and cost to take additional measurements to determine if wall is shifting. O’Leary will also provide recommendation on how often to measure.
- ii. Two-year warranty is set to expire in June. we want to ensure the wall has not settled before taking ownership.

Next meeting date: April 14, 2022.

Meeting adjourned at 5:10 pm.

Respectfully submitted by Diane Hampson