

Meeting Minutes
Infrastructure Committee
Kissing Camels Property Owners Association
April 13, 2023

Call to Order: The meeting was called to order at 3:25 pm.

1. Establish Quorum

John Hurwitz	Present
Mark Holthouse	Present
Ron Johnson	Absent
Carl Smith	Absent
John Frank	Absent
Bud Ingels	Present
Tim McMahon	Present
Bruce Barbarick	Absent
Mark Stritzel	Present
Mindy Gutierrez	Present

2. Guests: none

3. Approval of minutes from March 9, 2023, meeting: A motion was made, seconded and passed to approve the minutes with one correction.

4. Old Business -- Progress Reviews:

A. Drainage Plan Updates

- a) Based on the Timberline bid of \$1,360, John H. and Carl will meet with Timberline to review their scope of work, then report back to the IC. A request to Terra Nova to generate an RFP was discussed, but will be "on hold" pending the Timberline meeting.
- b) Northpointe Retention Pond: Mark Stritzel reported he received the executed maintenance agreement from the City. The required inspection will be due in May 2024. Mark Stritzel has previously forwarded the bid for the inspection, and it is below the required amount for IC approval. The KCPOA office will request the inspection be performed after January of 2024.

B. Roads

- a) A motion was made, seconded and passed to ratify the email vote of the four road package contracts.
- b) ROW Restoration Policy: Bud Ingels suggested that the policy be as follows and agreed to draft a template for IC review: Charge owners a flat fee for any street cut, this will pay for administrative, inspection, and ancillary costs. The Homeowner/Applicant will be responsible for restoration of the cut which includes removal and replacement of the subgrade, compaction to a specified percentage, and an asphalt restoration patch. A copy of the density test from the contractor will be required. Any inspection "points" that are required to be performed by KCPOA will be detailed in the re-write.
- c) Schedule and durations of 2023 Road Work: Mark Stritzel has completed the preconstruction meetings with Trax for the Hill Circle Wide-crack Repairs that begin on April 17. The work by Trax is expected to take 3 days. Contingency is included in the event the base is faulty, they will compact if needed. The Crack Seal Package is scheduled for May 19 and is expected to take two days. Small concrete work is scheduled at Hill and Cumulus.

This will be scheduled when Mountain Range Concrete is available. The T-2 Slurry with A-1 Chipseal will be scheduled for mid-late Summer.

- d) East Cul-de-sacs Punch List and North Gate: A-1 Chipseal is scheduled April 17-18 to complete infrared patches in 3 East Cul-de-sacs. The owners have been notified of all work. The patch on the north gate is scheduled for April 19, the vendor will check for potholes east of the Main Gatehouse. Mark Stritzel will review and approve all invoices before they are sent to the Board to be approved for payment.
- e) CSU Meeting is scheduled for April 14th: The IC will discuss processes and the need for advance notice of any work. Work has been completed at Reserve Point that does not appear to be restored properly. This will be on the agenda.
- f) Status of Street Cuts at 1433 Smoochers: Bud will speak to the contractor regarding work completed in The Park. He stated that the insurance money has been collected on the home destroyed by fire. The funds are in the reserve account to pay for demo and restoration. The owner's attorney wanted the insurance money to be given to the owner. Larry Gilliland is the architect, Bob McGraff is the contractor, no street cuts have been completed at this address as of this date.
- g) Street Cuts by Toll Bros. on Hill Circle: Mindy will check with Toll to determine their intentions to comply with the restoration plan that Bruce Barbarick sent in February.
- h) Street Cuts at 3430 Hill Circle: The Restoration package for the street cut has been sent to Linsey of Alliance Builders for the gas line at 3430. She has not sent the forms in as of this date, nor called John Hurwitz.
- i) Street Cuts at 3440 Hill Circle: Josh Kloth ADR: John H. and Tim will meet with J. Kloth on April 19th to discuss the status.
- j) Entech Core Report: Mark stated that Entech had to do an extra soils test on Reserve Pt. The report is expected to be complete by April 21.
- k) Signature Golf Pt. - A draft of the Final Inspection Report for Signature Golf Point will be drafted by John H, who will then forward to Bruce and John F. after the core report is finalized.
- l) The "truncated" Road Plan that was drafted by Mark Holthouse was approved to be placed on the website. This is a simpler version than what had been previously posted, and will be updated once a year as needed. The IC will maintain an internal 10-Year Road Plan spreadsheet that will include itemized details.
- m) It was discussed that Diane Hampson's recommendation to generate an RMA for the Retreat Roads was unnecessary, inasmuch as the transition of the road to KCPOA already transpired in 2021.
- n) Gutter Failure at 1735 Coyote Point: Mindy will ask the owner to put their request for repair in writing, and to remove the rocks that they've placed in the middle of the road. Mark S. will inspect, then get a price to repair concurrent with other 2023 road work.

C. 2023 Budget- Mark H. has adjusted the Road Reserve amount for inflation.

D. Construction Management Updates – Mark Stritzel

- a. Westgate: Spring punch list items for landscape are pending. Darek Barnes has asked for a refund of the unused degradation fee. Mark S. will provide KCPOA an estimated unit price to for this work which is anticipated in the next 2-4 years.
- b. Red Rocks ((RR1) development status: Streetlight installation work is on hold pending receipt of a permit. At the stormwater detention pond, railings are being installed at the retaining walls. Installation of the monument sign is progressing.
- c. Preserve (RR4) development status: The screen wall has been installed. Prep work and staining will take place with warmer weather. Decorative fence installation is progressing. Sidewalk has been poured along Hill Circle. Grading for the drainage swale along Hill Circle is

- progressing. Upcoming work: installation of monument sign, mail kiosk, irrigation, and landscaping
- d. Fence damage adjacent to Fillmore is on a temporary fence. This will be removed soon, no action needs to be taken.
5. Adjourn - the meeting adjourned at 5:20 pm.
6. The next meeting is May 11, 2023.

Submitted by Mindy Gutierrez