

Meeting Minutes
Infrastructure Committee
Kissing Camels Property Owners Association
February 9, 2023

Call to Order: The meeting was called to order at 3:00 pm.

1. Establish Quorum

John Hurwitz	Present
Mark Holthouse	Present
Ron Johnson	Present
Carl Smith	Present
John Frank	Present
Bud Ingels	Present (3:20 pm)
Tim McMahan	Present
Bruce Barbarick	Present
Mark Stritzel	Present
Diane Hampson	Present

2. Guests: none

3. Approval of minutes from January 12, 2023, meeting: A motion was made to approve January 12, 2023, minutes as amended (Holthouse/Smith). Motion carried.

4. Old Business -- Progress Reviews:

A. Drainage Plan Updates and Actions (Carl Smith):

- a) Further action on the drainage proposal from Ability Design Build is in a holding pattern pending the clarification of quotation “language” by Luanne in the scope of work write-up. The current proposal amount is @ \$44k+, and all line items on the Priority Maintenance List except Pond 9 and the “drainage ditch. Note: Pond 5° and 5b are included in the bid price.
- b) Northpointe retention pond - Mark Stritzel has contacted Whitehead Engineering for submittal documents which are needed in order for the City to execute the pond maintenance agreement.

B. Roads – John F.

- a) Barbarick 2023 Contract: **The IC voted to approve all three “pieces” of Bruce’s proposal;** 1) Base Contract for \$17,500, 2) Ancillary Rate Sheet, 3) \$5,500 cost for the oversight of the Entech Core project. Subsequent to the IC’s approval on the contract, Bruce indicated he would proceed with RFP’s for 2023 road work.
- b) Stritzel contract for road support in 2023: The IC was updated on Mark’s proposal for this service. Frank and Hurwitz will meet with Stritzel to further discuss the T&C’s of his proposal.
- c) CSU Street Cuts: CSU made three street cuts on Reserve Point without paying street cut fees. CSU made cold patch repairs and stated they would return to repair it more fully once the weather permits. CSU (Carrie Guy) maintains that they have a right to work on utilities in their easement and repair the roads as necessary. The next step is

a legal review of KCPOA's position, and a decision of subsequent communication with CSU.

- d) Reserve Point – a brief discussion raised the awareness of previous road concerns in The Greens on Reserve Point. Hurwitz to research.
- e) Toll Bros. Street Cuts on Hill Circle – Bruce will finalize a correspondence to Toll Bros. that will list the final calculation of degradation fees.
- f) Entech Core Project - Diane will send Entech's contract revisions to legal for review.
- g) Signature Golf Pt. Road Maintenance Agreement (RMA): Hurwitz sent RMA and preliminary road inspection report to GOGPOA for their review.
- h) KCPOA Street Cut Policy: Ball is in Bruce's court regarding revisions.
- i) Hurwitz requested Diane to upload street cut 2022-23 applications / correspondences into SharePoint.

C. Construction Management Updates – Mark Stritzel

- a) Westgate – ILOC revision expected by 2.14.2023.
- b) RRP1 street signs – standard KCPOA street signs do not comply with the City and National Highway standards.
 - (1) **A motion was made and seconded to install KCPOA signs and remove the street signs installed by Toll on the stop signs. (Ingle/Johnson). Motion carried with 4 ayes, 1 nay, and 2 abstentions.**
 - (2) Mark needs someone from the IC to approve the sign locations.
 - (3) John F requested future IC topic to review signage throughout community and review compliance to Manual on Uniform Traffic Control Devices (MUTCD).
- c) RR4: A wrought iron fence is being installed on the southeast corner of RR4 (running parallel to Fillmore). Al Watson wants to know if the fence should be installed on top of, or behind, the existing retaining wall. It was discussed that attaching the fence onto the wall will likely result in corrosion issues and consequently, more maintenance costs. Ingle read the plans, which dictate that the fence should be behind the wall. Discussion ensued. **A motion was made and seconded to have Toll Brothers adhere to the original drawings, which show the fence's placement behind the wall (Ingle/McMahon). Motion carried.**
- d) Haul Road Punch List – no new updates

D. Impact Fees Update:

- a. The team met with the SubAssociations and discussed the removal of all impact fees except for new construction and demolition. The requirements for the KCPOA ROW Restoration policy will be more clearly documented in the revised Impact Fee narrative. Barbara Rist will take the recommendation to the Executive Board.

E. Budgets 2023 –

- a. The IC suggested to Mark Holthouse that the IC Reserve Budget should be built on a calendar year vs. the KCPOA fiscal year.
- b. The IC was requested to review the CY 2023 budget template, and provide recommendations prior to the March IC meeting.

5. **Adjourn - the meeting adjourned at 5:37 pm.**

6. **The next meeting is March 9, 2023.**

Respectfully submitted by Diane Hampson