

Meeting Minutes

Infrastructure Committee
Kissing Camels Property Owners Association
May 9, 2024

Called to Order: The meeting was called to order at 3:00 p.m. with a quorum.

1. Established Quorum

John Hurwitz	Present
Ron Johnson	Present
John Frank	Absent
Bud Ingels	Absent
Tim McMahon	Present
Mark Stritzel	Present
Mindy Gutierrez	Present

2. A motion was made, seconded, and passed to approve the April 11, 2024 minutes as submitted (Tim/Ron).

3. Old Business – Progress Reviews:

A) Drainage Plan Update

- a) ABD has not provided the date they will complete work, owners will be notified when the date is selected.
- b) The Camels Ridge conduit repair was “secured,” but it is still exposed in the culvert. The IC is not certain if the existing condition meets code.

B) Roads –

- a) Outside East Gate – Ownership of the land outside the east gate is being researched.
- b) North Gate and Main Gate - The report from Entech has been received but is not complete. An FDR pavement design for the North gate will need to be added by Entech to their report. This was not included in the proposal request, there may be an extra charge. Once the revision is received, the information will be forwarded to JR Engineering. An RFP for this work in 2025 will be developed after JR Engineering completes their report.

c) 2024 Road Plan:

- The report from RMG is expected to be received by May 17th. The information can then be sent to Schmidt.
- The plan for Hillbrook will be re-visited after the RMG report is received and assessed by Schmidt.
- After a brief confusion over unit price changes by after the first round of scope revisions, Schmidt committed to maintain the unit price rates submitted in their original bid.
- The check from CSU has been received.
- Three locations have not trimmed their trees as requested for road work. They were all contacted again and asked to have the trees trimmed by May 24th.

d) No further information has been received on the timing of the CSU Restoration work on Inwood and south of Hill Circle. John H. will contact CSU/Trax again for timing.

e). One bid on the Inwood guardrail repair has been received. Mindy was asked to obtain two more bids and ask that material and labor be separated.

f) Asphalt on the golf cart path “arteries” should be handled by the GOG Club.

C. Construction Management Updates:

- a) OLD - The Notice of Acceptance of the Glen Vista Point improvements has been signed by Michael Orsillo, John Hurwitz and Scott Hente. The ILOC release will be reviewed by the EB.
- b) RR1 - A motion was made, seconded and passed to approve the letter of probationary acceptance and commencement of the two-year warranty (Tim/Ron) in RR1, and will be included in the EB agenda. This will be conditional on the street lights back in operational mode. Trash pick up needed by Toll Brothers will be handled by ARC or CC.
- c) RR4 - The pond liner for the Preserve development is being installed now.
- d) RIRO was discussed. The EB is working with Toll Brothers on staffing for the construction gate, the repair of the construction exit gate hit by a concrete truck and the payment of the bill for security services at the construction gate last January.

4. New Business & Announcements

- a) The road consultant job description was reviewed. Mark requested that it be clear, concise and well defined. Discussion was held on including a rate sheet, per hour or a percentage of the contract. The committee agreed that the document should be formatted as an RFI in lieu of an RFP, so that additional information to create a RFP can be assessed.
- b) The IC discussed the 2024-25 Operating Budget. John H. will forward the IC's input to Mark Holthouse (except street striping, see below).
- c) Mindy commented that she had contacted a vendor to plan for street striping on all applicable KCE roads as part of the 2024-25 Operating Budget. She will provide the budget amounts to Mark Holthouse (cc IC).

The meeting was adjourned at 4:50 p.m.

Next meeting is June 13, 2024, at 3:00 p.m.

Submitted by Infrastructure Committee