KEN CARYL RANCH TOWNHOUSE ASSOCIATION

RECORD OF PROCEEDINGS

October 9, 2019

The regular meeting of The Ken Caryl Ranch Townhouse Association Board of Directors was held at the Ken Caryl Ranch House following the annual meeting. The following directors were present or absent as noted:

Ken Whiteacre - Present Sue Bryant - Absent

Bob Campbell - Present Kathy Dann - Present

Rick White - Present Phillip Mills – Agent - Present

One homeowner was present as well,

Call to Order – Kathy Dann called the meeting to order at 6:30 PM. A quorum was present.

Minutes – The minutes of the meeting held September 11, 2019 were approved.

Special Presentation

Gene West of RBC Wealth Management was present and gave a presentation about providing reserve fund investing and management services. He provides this service for the Master Association. The Board did not take action on setting up an account at RBC at this time.

Open Forum

* Kathy Dann reported the white, one-ton pickup was continuing to park in the lot by 11724.

Committee Reports

 Architectural, Building & Maintenance Committee

* #11885 requested approval to install a deck. This was approved by e-mail with conditions.
* #11727 requested approval to change out windows. She was asked to provide more detailed information but has not done so as yet.

Landscape Committee

* Sprinklers have been turned off and Shultz is starting to winterize them.
* Chambers Construction replaced posts on three of the sprinkler control panel boards. The posts need painting.

Communications Committee

* The next newsletter is scheduled for the end of October. The committee is trying to get a more complete e-mail list for sending them.

Financial Reports – Phil Mills reviewed the reports for September 2019.

* Ending balance of the Operating Account is $56,622. Reserve Accounts - $835,121.
* Disbursements during the month (not including the regular transfer to reserves) were $64,250.
* Delinquencies were $7,615.
* Prepaid maintenance fees were $26,457.
* Total expenses (9 months) were $3,182under budget.

Property Manager’s Report

* Rose Paving quoted $4,247 to R&R asphalt by 11773.
* Two homeowners reported sewer line problems from sale inspections. Both were under the patios and were considered to be the homeowners’ responsibility.
* Two units reported damaged siding and trim. Chambers Construction repaired one and is waiting for the 9’ piece of siding he ordered to arrive on the other.
* The playground picnic table was damaged again by kids jumping on it. Chambers was authorized to remove it if it was not easily repairable.
* JTB Gutters replaced a badly installed downspout on #11892.
* Two units requested repairs be made to their front steps. Ken is compiling a list of such repairs to do all at once.
* 11734 was sent a notice about repairing damage to the center post of their unit’s garage doors.

Unfinished Business

* None was brought up for consideration.

New Business

* The Board authorized having the gutters cleaned in early November and again in April. Chambers Construction had proposed doing it for $4,940 each time.

Executive Session – None was held this month.

Adjourn – There being no further business to conduct, the meeting was adjourned at 7:40 PM. The next meeting will be 6:30 pm on Wednesday, November 13, 2019 at the Ken Caryl Ranch House.

Respectfully submitted by Phil Mills, Acting Secretary