KEN CARYL RANCH TOWNHOUSE ASSOCIATION

RECORD OF PROCEEDINGS

November 13, 2019

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

Ken Whiteacre - Present Sue Bryant - Present

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 October 9, 2019 were approved.

Special Presentation

Representatives Socorro and Sergio of Condor Concrete, Inc. presented proposals for concrete replacement and repair to the Board. They offered to replace 300 sq. ft. of concrete for $3,000 in several locations. Their price on a coating for spalled walks and stoops was about $450 per one-step stoop plus $50 per additional step.

Open Forum

* No comments were presented for consideration.

Committee Reports

Architectural, Building & Maintenance Committee

* No new applications had been received.

Landscape Committee

* The committee is redesigning the tree-trimming sectors.

Communications Committee

* The latest newsletter was very well received. The committee is looking to improve the e-mail list. They may send postcards by US Mail to all members to request e-mails and to advise the newsletters are posted on the web site.

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

* Ending balance of the Operating Account is $59,584. Reserve Accounts - $825,257.
* Disbursements during the month (not including the regular transfer to reserves) were $65,435.
* Delinquencies were $6,546.
* Prepaid maintenance fees were $22,447.
* Total expenses (10 months) were $8,921 under budget.

Property Manager’s Report

* Rose Paving quoted completed the proposed paving in the north drive plus another couple of sections.
* Two units reported damaged siding and trim. Chambers is making repairs.
* Gutter cleaning is under way. Some are still frozen.
* Payment for the tree replacement at #11727 was received.

Unfinished Business

* The Board considered the proposal from Gene West of RBC from last month’s meeting. On motion by Ken, seconded by Rick, the Board authorized engaging his services on an “Option A” (i.e., not fee-based) arrangement.

New Business

* Phil was asked to write a letter to #11878 advising that the storage of items on the common area was not permitted.
* The Board approved purchasing new holiday wreaths for the entry signs for about $50.

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