KEN CARYL RANCH TOWNHOUSE ASSOCIATION

RECORD OF PROCEEDINGS

February 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 - Absent Phillip Mills – Agent - Present

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 January 9, 2019 were approved as presented.

Open Forum

* No homeowners were present.

Committee Reports

 Architectural, Building & Maintenance Committee

* #11623 has not replied to a request for more information on their pergola.
* #11861 requested approval for window and sliding door replacement. Approved by e-mail.
* #11640 Radon mitigation approved last year for rear location. This is not practical and they requested a location in patio area. This was approved.

Landscape Committee

* Ken Zuber of Environmental Tree Care said he could stockpile the sawdust and chipping from the tree removal project for use as mulch, saving the cost of hauling it off. Phil asked Schultz if this kind of mulch would be okay for use in our landscaped areas. Schultz said there should be no problem.
* Environmental Tree Care plans to begin the pruning project within the next month. Weather permitting.

Communications Committee

* The January issue of the newsletter was published. There were good comments on its appearance and content. The next edition will be in March or April.

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

* Ending balance of the Operating Account is $44,403. Reserve Account - $682,648.
* Disbursements during the month (not including the regular transfer to reserves) were $75,278.
* Delinquencies were down to $16,659.
* Prepaid maintenance fees were $32,382.
* Total expenses (1 month) were $17,669 over budget.

Property Manager’s Report

* Chambers Construction said they would work on the sprinkler control boards as soon as the ground thaws.
* The picnic table in the playground was damaged. Chambers Construction says they can fix it.
* Chambers Construction has been waiting for better weather to continue the chimney top coating project.
* Annual disclosure notifications were sent out in January.
* Phil discussed snow piling places with Schultz. There is a map showing the pile locations.

Unfinished Business

* Ken noted the posts for parking and Neighborhood Watch signs are also waiting for better weather.
* Phil will ask Environmental Tree Care if the winter watering is still needed, given the recent snows.

New Business

* #11727 was reported to be removing a crabapple tree in front of their unit. By the time the Sheriff stopped them the tree was pretty well destroyed. On motion by Ken, seconded by Bob and duly passed, the Board instructed Phil to write the owners a letter advising the Association will finish removing the tree, grind the stump and plant a new tree with the cost for the work to be billed to the homeowner. The homeowner will be further advised they may come to the Board to appeal this decision.
* Phil was asked to contact the owners of #11878 regarding a pile of burned firewood and Christmas wreath in the lawn of their unit.
* The next backflow preventer needing a cage is between 11661 and 11659. Phil will get an estimate from Schultz for the work.
* Ken asked that the website be updated with new Board member information and re-arranging the grouping of Governing Documents, Responsible Governance Policies, Other Policies and Resolutions and Standards.

Executive Session – None was held.

Adjourn – There being no further business to conduct, the meeting was adjourned at 7:25 PM. The next meeting will be 6:30 pm on Wednesday, March 13, 2019 at the Ken Caryl Ranch House.

Respectfully submitted by Phil Mills, Acting Secretary