

# KEN CARYL RANCH TOWNHOUSE ASSOCIATION

## RECORD OF PROCEEDINGS

November 8, 2023

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

Kathy Dann	Present	Pat Smith	Present
Bob Campbell	Present	Ken Whiteacre	Present
Rick White	Present		

TinaMarie Luna, CMCA was present from PMI Denver Metro.

### **CALL TO ORDER:**

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

### **MINUTES:**

*Meeting minutes from the October Board Meeting were reviewed. Ken made a motion, and Pat seconded, to approve the minutes as submitted. The motion carried with one correction before posting.*

### **OPEN FORUM:**

- A homeowner asked about the insurance/notification.
  - Board Member – A letter will soon be mailed out to the community.
- A homeowner asked about the pruning, why the landscapers continuously trim her bushes when she has even posted a sign. Do Not Trim!
  - Board Member – Schultz should notice the stickers placed on the homeowners' doors to stop any pruning. The manager will check with Schultz, and work on how this issue can be prevented going forward.

### **COMMITTEE REPORTS:**

#### Architectural, Building & Maintenance Committee

- Ken received 3 HIR to replace the front entry door, the HIR was reviewed 2 were approved with some special provision, still waiting on signed letter from homeowner shared fence.
- Ken's questions and concern on the few requests submitted to the manager for updates.
  - Gutter Cleaning/Scheduled date? *JTB Exteriors will be out in December to clean the gutters.* The manager will confirm the date and send out an eblast. The Manager will also make sure JTB will check and note any broken, leaking gutters that need repaired.
  - When will the fence along Chatfield be completed? *JT is working on completing the fence along Chatfield.*
- Ken reached out to CT Electric regarding the problem lamp post, was unable to get the vendor out for repairs, Rick suggested an Electrician he works with, Ken and Rick will make that connection.
  - Rose has completed all the concrete warranty repairs.

#### Landscape Committee

- Schultz will be out late November, early December for the final fall cleanup, which includes blowing out the leaves/debris behind buildings and alley ways.

## Communications Committee

- The committee is currently working on the newsletter to be distributed in December 2023.

## Financial Reports – Financials for end of month **October** 2023

- Operating Account - \$32,011.55
- Reserve Account - \$753,821.67
- **Total cash on hand - \$785,833.22**

## Property Manager's Report

- PMI (*JT has been working on all fence repair work orders*) and working on getting through most of the past due work orders as well as responding to any emergency request.
- The Manager will ask JT if he could look at the slide, possible repairs?

## OLD BUSINESS

- Letter to Homeowners (amendment to the supplemental declaration)

## ADJOURN

There being no further business to conduct, the meeting was adjourned at 7:35PM.

Next meeting scheduled for December 13, 2023, at 6:30PM via Zoom.