

# The Ridge Rider



## ANNUAL MEETING

The Annual Meeting of the Ken Caryl Ranch Townhouse Association, Inc. will be held on **September 13, 2023, at 6:30 pm** in the Bradford Room at the Ken Caryl Ranch House located at 7676 S. Continental Divide Rd., Littleton, CO 80127. Homeowners are encouraged to attend. There will be an election of one Board Member and the 2024 budget will be reviewed and approved. You should have received the official notice in the mail, along with a pink proxy card. **That card should be mailed back as soon as possible to insure there is a quorum**, without which, a meeting cannot be held. Mail the proxy card back even if you are planning on attending – it will be returned to you if you are present at the meeting.

The annual meeting is a good place to get to know your Board Members and your neighbors who are interested in what is going on in the community. The Ranch House has notified us that there will be parking lot paving going on and we should **park on the tennis court side**.

**See Pages 3 and 4 for an overview of 2023 accomplishments!**

## PLEASE VOTE NOW!

You will be receiving or have already received a packet from PMI and your HOA Board. This packet contains information and a ballot for a **LIMITED AMENDMENT TO THE SUPPLEMENTAL DECLARATION OF COVENANTS AND RESTRICTIONS** for the Association. This is a change to what the HOA insures. It is well explained in the information in the packet.

Your board has studied the insurance issue at great length and believes this is the best possible solution for owners. This change requires a 67% approval **so please vote “in favor” and send in your ballot so it is received no later than 5 pm October 11, 2023.**

### Management Company

#### PMI Denver Metro

Phone (303) 745-2220

Fax (303) 745-3335

[tinamarie@pmidenvermetro.com](mailto:tinamarie@pmidenvermetro.com)

### Please Update Your Email Address

at the above email. Instead of mailing the newsletter, we are emailing it to **save your money**.

### HOA Board

Kathy Dann – President

Ken Whiteacre– Vice President

Rick White – Secretary

Bob Campbell – Treasurer

Pat Smith – Director at Large



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President's Notes - August, 2023

As you read through this newsletter you will become acquainted with our new property manager, TinaMarie Luna with PMI Metro Denver. TinaMarie has several years of experience as a property manager, and we are looking forward to working with her.

We have become aware of the fact that some Architectural Change Forms and work orders may have fallen through the cracks during the past few months with the transition to the new property manager. If you have submitted either of these request forms and have received no response, please resubmit it to TinaMarie. **Do not use work orders for sprinkler issues – call or text TinaMarie so these can be addressed immediately.**

We hope to see you at our Annual Meeting on September 13, 6:30 PM in the Bradford Room at the Ken Caryl Ranch House.

Kathy Dann

*“Rise above the storm and you will find the sunshine.”*

Mario Fernandez

## INTRODUCING OUR NEW PROPERTY MANAGER



TinaMarie Luna is a Senior Portfolio Manager at PMI Denver Metro/Denver Management and the new Property Manager for Sunset Ridge.

She has over 35 years of property management, construction and HOA experience. Currently, she manages a mix of single-family homes, condos, patio homes,

townhomes, and high-rise properties. As Property Manager, her duties include owner/tenant relations, HOA compliance, construction management, and contract negotiation. She also addresses issues involving property maintenance and repair, owner/tenant communication and budget preparation. TinaMarie is a Colorado native; however, she recently returned from the Arizona and New Mexico areas. In her spare time, she stays active with her family, children and grandchildren.

TinaMarie was previously employed at our former Property Management Company, Western States, and is familiar with how Sunset Ridge was managed. She is currently trying desperately to catch up with outstanding issues in Sunset Ridge and is hopeful that soon the catch-up phase will be finished. If you notice any sprinkler issues please text or call immediately so that it can be dealt with in a timely manner and we won't be paying for wasted water. Also text or call for any problems that pose a danger in the community rather than using a work order.

You can reach TinaMarie at 720-912-6162 – you can also text to that number. Her email is: [tinamarie@pmidenvermetro.com](mailto:tinamarie@pmidenvermetro.com).

### HOA COMMITTEES

**Architectural** – Ken Whiteacre – Board Liaison, Shirley Christensen and Theresa Knight

**Landscape** – Kathy Dann - Board Liaison, Peggy Pangersis, Chairman and Kathi LaVelle

**Communications** – Pat Smith – Board Liaison, Susan Peters, Chairman and Jen Vidal

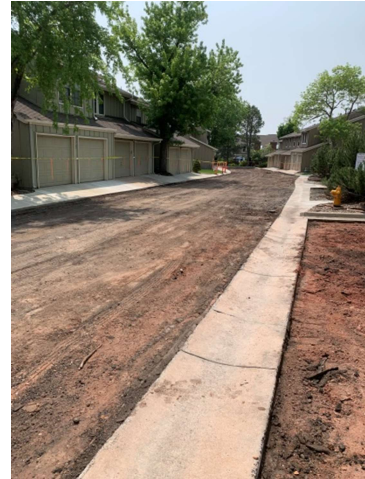
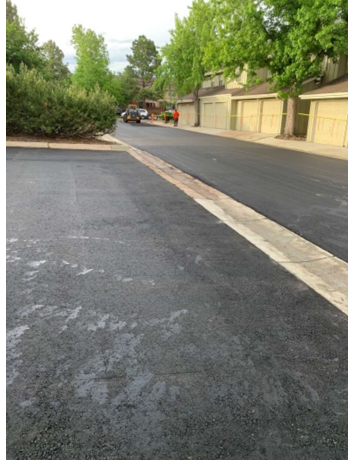
Newsletter photography & formatting – Pat Smith

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## 2023 ACCOMPLISHMENTS

- Asphalt and Concrete Repairs
  - Center Section: 11700-11826
    1. Milled Old Asphalt
    2. Resurfaced Asphalt



- 3. Replaced Some Curbs and Gutters
  4. Restriped Parking Areas
- Units 11801-11809
  1. Replacing some Sidewalk Sections



- Finished Repairing Brick Patio Walls – (a total of 43 Buildings)



- Processed 4 Home Improvement Requests
- Published newsletters in October and December 2022, April 2023 and August 2023 – past newsletters can be found at <https://sunsetridgetownhouse.com/index.php/newsletters/>

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## 2023 ACCOMPLISHMENTS - continued

### Senior Living Facility Update

There have been several inquiries to the KC Master Association about the abandoned and unfinished senior living facility on Shaffer Parkway. This building continues to be an eyesore for the community and weeds and vandalism appear to be its dominant features. The Ken Caryl Master Association has recently taken over covenant and architectural control of the office park, which includes this building. The owner has been asked about a timeline for completion as well as a request to go out there immediately to clean up the weeds, which they promptly did! No timeline for completion was provided yet, so hopefully we will begin to see some improvements and progress soon.



- Replaced West Side Perimeter Fence with TREX



- Reviewed Reserve Planning for Community
- Winter Storm and Windstorm Clean Up



- Winter Watered All Trees
- Cleaned Gutters Late Fall 2022 and in Spring 2023
- Pruned Another Section of Trees
- Trying to get Bids for Replacement of Some Damaged/Rusted Edging
- Followed North American Development Group Plans for North Hill
- Offered an Amendment to our Supplemental Declarations Document to Improve Insurance Options
- Prepared Budget for 2024

*“When weeding, the best way to make sure you are removing a weed and not a valuable plant is to pull on it. If it comes out of the ground easily, it’s a valuable plant.”*

National Gardening Association

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## North American Development Group Construction Update August 2023

Construction is well under way in the open space north of the Sunset Ridge. The earth moving and building preparation work on "Parcel B" (next to Sunset Ridge) is anticipated to take another 4-5 months. The dirt is being moved to "Parcel A" to build up that area.



Also, in case you have been wondering what the 3-foot stakes are along the walkway on the north are -speculate no further! According to the KC Master Association, these are survey stakes for the construction team. The pathway and greenbelt are on NADG property and will be kept (and enhanced) under our agreement with NADG. Additionally the path that leads to Safeway area will be kept and improved through the construction.



*"Like a welcome summer rain, humor may suddenly cleanse and cool the earth, the air and you."*

Langston Hughes

## ARCHITECTURAL, BUILDING AND MAINTENANCE COMMITTEE CORNER

This issue of the newsletter will focus on the Sunset Ridge Standards established for colors of front entry doors and storm doors.

One of the many benefits of living in an HOA community is that following HOA standards maintains continuity throughout the neighborhood while giving homeowners some latitude to personalize their units. Supporting our standards helps protect the appearance of our property and our property values.

### • Front Entry Doors Colors:

Our Standard states that front entry doors "shall be painted or stained to a generally brown, black or Behr Cherry Bark (reddish color).

### • Storm Doors Colors:

Our Standard states that Screen/storm/security doors "shall be painted or anodized by the manufacturer to a generally brown or black color. Specifically, red, white and green colored storm and screen door surfaces are not in compliance with our Standards.

The Standards were written by the Architectural, Building and Maintenance Committee and approved by the Board of Directors. The complete list of Standards can be found on the Sunset Ridge website at

<https://sunsetridgetownhouse.com/index.php/resolutions-and-policies/>

The Board of Directors would greatly appreciate it if homeowners would bring their units into compliance with our Standards. **Be sure to use the HIR form on Page 7 when changing doors!**

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## New Construction and Possible Rodent Visitors

The Ken Caryl Ranch Master Association has been in contact with the contractor removing the dirt and also the developer North American Developer Group (“NADG”). They advise that they have not undertaken any rodent control. They further advise that they have been mowing Parcel B for some time and have not seen any dens or had any issues with rodents or snakes. They reportedly will monitor the situation and report any findings.

We are all aware that new construction on Parcel B, adjacent to Sunset Ridge, has started. New construction can often be accompanied with an increase in rodent activity, given that the rodents have been ousted from their “burrowed homes” in excavated dirt.

That being said, we may experience some increase in rodents. Some neighbors near the Ranch House recall that when the pool was being dug there was quite an increase in rats. The website Safe Rodent Control writes that removing rodents with traps or poisons will not keep them out in the future.

According to Safe Rodent Control, to permanently keep rats and mice out of your home, one should prevent access by sealing all possible entry points. Common access points can include: holes near cabinets, closets or doors leading to outside or crawl spaces; holes around sink or appliance pipes; cracked foundations in the basement; holes around windows or doors; missing screens in vents or crawl spaces. Spaces or gaps around our garage doors can also be an easy access point into our garages. Additionally, one should eliminate feeding sources that attract rodents, such as food and water. To do so, food should be kept in tightly sealed containers and leaky pipes should be repaired.

Safe Rodent Control further identifies common sources of food and water. Those sources can include: food in unsealed containers; pet food and water left out overnight or in a bag rather than a secure container; fruits or vegetables in open bowls; leaky pipes or faucets; open trash and compost containers.

Unfortunately, bird feeders can provide a source of food, so we might think about bird feeders that can better contain the bird seed. Keeping outside grills clean is also helpful, as grills can provide a source of food. Putting trash, that is not in a tightly closed dumpster or container, out in the morning of rather than the night before trash collection day can help to eliminate a possible food source.

Brian Yowell, general manager for the Ken-Caryl Master Association, asks that we keep him posted if we encounter any issues. If necessary, he will re-engage the developer.

### Confused about whether to file a **Work Order** or a **Home Improvement Request**?

**An HIR Request** is for residents to request permission from the HOA Board to make changes to the exterior of their units. Examples would include, but not be limited to, adding railings by front steps, radon mitigation venting, modifying patio gates, replacing windows, replacing or painting front entry doors, replacing garage doors and landscaping. **The HIR form is on Page 7** of this newsletter or can be found on the Ken Caryl Ranch at Sunset Ridge Website: <https://sunsetridgetownhouse.com/wp-content/uploads/2017/01/acc-2022Home-Improvement-Request-Form.pdf> The standards that must be followed are found at: <https://sunsetridgetownhouse.com/index.php/resolutions-and-policies/>,

**The ACC Request found on the PMI Website is NOT acceptable.**

**A Work Order** is for residents to request repairs that are the responsibility of the property management company (PMI ). Examples of work orders might include problems with hanging or broken tree branches, roofs, rain gutters and siding. These issues can be addressed, as done previously, by calling or emailing the property manager, but they prefer the following procedure:

The procedure is to complete a Work Order when problems need to be addressed. Before completing a Work Order, residents must register with PMI. Once registered, you can find the work order under your account-work orders.

1. Visit: <https://www.denvermetrocommunitymanagement.com/homeowners>
2. From our website, click login in the top right corner.
3. After routing to the homeowner portal, click “Sign in” on the top right corner, then “Create Account” and fill in your contact information with a valid phone number and email address.
4. Once registration has been verified by PMI, you will have access to all the website has to offer.

**DO NOT use a work order for water/sprinkler issues – Call or text TinaMarie at 720-912-6162.**

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## SUNSET RIDGE TOWNHOMES

### Home Improvement Request

[Revised: (07-14-23)]

<b>GENERAL</b> —	
Name: _____	Phone #: _____ - _____ - _____ (cell or home)
Unit #: _____ Elk Head Range Road	Email: _____
<b>PROJECT</b> [check only ONE (1)]—	
<input type="checkbox"/> Awning	<input type="checkbox"/> Gutters & Downspouts
<input type="checkbox"/> Central Air Conditioning System	<input type="checkbox"/> Landscape Changes
<input type="checkbox"/> Courtyard Gate	<input type="checkbox"/> Roll-up Garage Doors
<input type="checkbox"/> Courtyard Screening (of iron grillwork)	<input type="checkbox"/> Skylights
<input type="checkbox"/> Fence Replacement	<input type="checkbox"/> Storm/Screen/Security Doors
<input type="checkbox"/> Front Entry Door	<input type="checkbox"/> Window Replacement
	<input type="checkbox"/> Other (attached separate Project Description)
<b>SCHEDULE</b> —	
Proposed Start Date: ____/____/____	Anticipated Completion Date: ____/____/____
<b>ACKNOWLEDGMENT</b> —	
Homeowner acknowledges that they have reviewed and accept the current Architectural Standard for the desired Home Improvement Project. Architectural Standards are available for download at: <a href="http://www.sunsetridgetownhouse.com/7.html">http://www.sunsetridgetownhouse.com/7.html</a> . It is the Homeowner's responsibility to submit all documentation required by the standard with this form; to perform work which meets or exceeds the related standard; and, if hiring a Contractor for the desired work, to provide a copy of the related Standard to the Contractor.	
<b>DO NOT START WORK PRIOR TO RECEIVING WRITTEN APPROVAL FOR THE REQUESTED IMPROVEMENT.</b> The maximum time allowed for completion of the work is 1 year from Date of Approval.	
<b>SUBMITTED</b> —	
I understand and will comply with the conditions above.	
Signed: Date: ____/____/____ Homeowner	
After review of related standard, completion of this form and preparation of required documents, submit complete package to PMI Email: <a href="mailto:tinamarie@pmidenvermetro.com">tinamarie@pmidenvermetro.com</a> . Mail: 3600 S. Yosemite Street, Denver, CO 80237.	
<b>ACTION TAKEN</b> —	
____ Approved    ____ Conditionally Approved*    ____ Disapproved*    [*See attached conditions/rationale] Signed: _____ Date: ____/____/____ Board of Directors/Managing Agent	
Project Reference # (if approved)*: AR-____-____-____-____ [*AR-Unit #-Year-Month-Day]	