



KEN CARYL TOWNHOUSE ASSOC., INC.

August 10, 2022

The meeting was called to order at 6:31 P.M.

Quorum

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

Absent:

Gene West was present from RBC Wealth Management

Cheryl-Ann Adams was present from PMI property management.

Homeowners present were Susan Peters, Jim Hankins

Approval Minutes

The minutes of the meeting held on 7-13-22 were reviewed. 11810 under unfinished business. Ken Whitacre's last name needs and "E" in his last name. Kathy Dann made a motion to approve the minutes with the suggested changes, Pat seconded the motion, motion passed.

Homeowners Forum and Guests

Gene West with RBC Wealth Management discussed Money Markets account to mature. Gene West asked for upcoming reserve projects from the community and what additional expenses are expected. Gene discussed the current interest rates and continuing investments as advised.

Jim Hankins discussed a work order placed earlier in the summer concerning a hole in his siding and when it would be repaired, Jim was unhappy with response time on response and work order and communication.

Committee Reports

- A. Architectural, Building and Maintenance: 11655 replacing windows, 11726 adding railing to steps, 11728 adding railing to steps, 11630 new electrical panel.
Management will contact 11634 to determine if they are planning to provide the additional information requested or drop the request. 11767 submitted via website. Mgmt. to discuss appropriate method to submit request.
Fence Repairs- The Board has asked Matt Chambers to repair the split rail on east entrance of 11602 Elk Head Range Road needs to be repaired asap. There is additional wind damage.
Ken discussed retaining the existing HIR system and the proper forms and deleting the PMI form and procedure.
- B. Landscaping: ETC has been asked to please notify residents prior to spraying trees in the community. Mgmt. to email owners prior to date of sprays. Vegetation and flowers on beds closest to the units were discussed and what is esthetically pleasing. Homeowners are responsible for replacing any foliage removed from beds. A friendly reminder will be sent in the newsletter reminding owners about exterior upkeep.
- C. Rose Concrete Paving completed the concrete and asphalt work. Ken Whiteacre stated that they have painted the yellow curbing. Ken would appreciate his receipt reimbursed from his concrete copies.
- D. Communications Committee: Pat Smith discussed the newsletter coming out in August. Email changes request form with directions where to go. Annual Meeting Notice to be sent out by next week and to be approved by the board prior to mailing. The Annual Meeting will be on September 14, 2022, at the Ken Caryl Ranch House located at 7676 S. Continental Divide Rd, Littleton, CO 80127.

Management Report

- A. Schultz submitted a summer enhancement proposal that included replacement of steel edging, trees and shrubs in the community. The Board will table the proposal to discuss at a work session.
- B. Fencing replacement was discussed with removing 184 feet on east and 72 feet on south side for an updated proposal to remove the split rail fencing from the bid. Ken Whiteacre made a motion to approve of an amount not to exceed expense number of \$140,000, Rick White seconded the motion. Motion passed. Notice will be sent to all owners regarding upcoming installation dates.

Unfinished Business

New Business

- A. Financials and Disbursements- Financials were not discussed and approved at this time. The full financial was given to



the Board and just the income statement, balance sheet, delinquencies, invoices to be included. Verbiage included on budget returns for Annual Meeting needed prior to calling meeting to order.

The final budget was discussed and reviewed for 2023 Pat Smith made a motion to approve the budget as submitted, Rick White seconded the motion. Motion passed.

- B. 11882 Elk Range Road has been performing exterior modifications on the unit without committee approval.

Adjournment

There being no other business to come before this meeting, upon motion duly made, the meeting was adjourned at 7:54 P.M.