

# KEN CARYL RANCH TOWNHOUSE ASSOCIATION

## RECORD OF PROCEEDINGS

August 9, 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 6:37 PM. A quorum was present.

### **MINUTES:**

*Meeting minutes from the July Board Meeting were reviewed. Ken made a motion, and Pat seconded, to approve the minutes as submitted. The motion carried.*

### **OPEN FORUM:**

- A homeowner mentioned she placed a work order to replace the current burned out exterior light post bulbs near 11695-1171, a homeowner mentioned Excel Energy was reasonable for the parking lot pole lights. Ken asked the manager to follow-up with Jim on his schedule to replace the community burned light bulbs.
- A homeowner mentioned the wood pile left behind his unit was still there and asked the manager to have it removed as soon as possible. The homeowner also mentioned the water leak in basement has stopped, however would like the manager to arrange for TJ (PMI Maintenance) to stop by his unit to access any damage, perhaps locate where the leak is coming from.
- A homeowner is concerned the alley areas are being used as a personal parking spaces. The manager asked that the community take photos of the vehicle/license plates and for towing via email.
- A homeowner mentioned placing a work order requesting to have the crabapple tree removed near 11615 area. She is frustrated with the rotten and mess the crabapples cause. The manager suggested having landscaping clean up around the tree.

### **COMMITTEE REPORTS:**

#### Architectural, Building & Maintenance Committee

- Ken received one HIR to replace the front entry door, the HIR was reviewed and approved with special provisions (using the community approved paint colors once installed).
- Rose Paving submitted a proposal Concrete Flatwork - The Board has voted via email to approve the Rose Proposal OPP-23-019360, dated 08/08/2023 to remove and replace 915 square feet of concrete in the area of 11801 - 11809 at a cost of \$13,815.86. The manager has signed and forward; is currently awaiting scheduling.

#### Landscape Committee

- New Trees – The Board has decided to table for next year. ETC will be removing the tree stump near 11649.

## Communications Committee

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

## Financial Reports – Financials for end of month July 2023

- Operating Account -\$65,382.18
- Reserve Account - \$826,123.20
- Total cash on hand -\$891,505.38

## Property Manager's Report

- Additional fence repairs (*JT has been working on all fence repair work orders*)
- Ice-melt buckets. (*The manager will contact Victor (Schultz)*)
- Manager will reach out to Schultz regarding the 2023-2024 snow removal contract

## NEW BUSINESS

- Annual /Budget Ratification Meeting Notice of Meeting
- Letter to Homeowners (amendment to the supplemental declaration)

## ADJOURN

There being no further business to conduct, the meeting was adjourned at 7:34PM.

Next meeting scheduled for September 13, 2023, at 6:30PM at Ken-Caryl Ranch House, 7676 Continental Divide Road, Littleton, CO, 80127