

**The Ranch Subdivision Filing No. 3 Homeowners Association
Regular Meeting of the Board of Directors
August 13, 2014**

Attendees: Board Members: Ms. Dale Swenarton Kalousek, Ms. Donna Hamilton, Mr. Dan Klenjoski, Mr. John Grudis

Architecture Control Committee: Ms. Amy Chavez

Homeowners: Mr. Lloyd Wade

1. Proceedings:

Board President, Ms. Dale Kalousek, called the meeting to order at 6:55 pm at The Ranch Country Club, 11887 Tejon Street, Westminster, CO 80234. It was determined that a quorum was present for the transaction of business of the Association.

2. Open Forum: Mr. Lloyd Wade questioned the Board on the progress of the construction project at his neighbor's house. Mr. Klenjoski explained that the neighbor has one year to complete the project, dating from the date on the building permit from the City of Westminster. Mr. Wade stated that his neighbor's yard still should be kept neat during the project. Mr. Klenjoski said he would visit the neighbor and remind him to see that the contractor is not leaving construction debris or piles of mud and dirt in the back yard.

3. Minutes of July 9th meeting:

The minutes of the July 9, 2014 Board meeting were approved as written.

4. Reports:

a. ACC: The agreement with CAP Management was terminated as of June 23rd, which was the last date any ACC violation work was done.

The Association's inspector from last summer has expressed interest in returning as our ACC covenant inspector. Ms. Chavez will work with him to help him learn how to use our DropBox system.

b. Treasurer Report:

Treasurer's report 8/13/2014

| | |
|----------------------------|------------|
| Checking Balance 8/12/2014 | \$ 3642.87 |
|----------------------------|------------|

| | |
|-------------------------|-----------|
| Deposit Transfer fee | \$ 150.00 |
|-------------------------|-----------|

Bills Paid

| | |
|-------------------------------------|----------------------------|
| Xcel Energy | \$ 29.11 |
| Westminster (water) | \$ 107.06 |
| Josh Clay (fence repair & painting) | \$ 692.42 (not cleared) |
| Travis Keenan (lawyer) | \$ 763.85 (not cleared) |
| Global Landscape | \$ 695.00 |

| | | | |
|---|-----------|--------------|---------------|
| Global Landscape (repairs 8/13/14) | \$ | 76.71 | (not cleared) |
| Total paid | | | \$ 2364.15 |
| Checking balance (after all checks clear) | | \$ 2109.89 | |
| Money Market | 7/31/2014 | | \$121,614.96 |
| Delinquent accounts | | | |
| 112xx Raritan | | \$ 2,353.85 | |
| 112xx Quivas Loop | | \$ 7,614.51 | |
| 112xx Quivas Loop | | \$ 420.00 | |
| Total due to the Association | | \$ 10,388.36 | |

c. Swale

The Swale is growing, and greening up the area. Owners of one of the homes which borders the Swale, has had a few trees trimmed to improve their view. The Board can write a letter admonishment, stating the consequences of a repeat of this action.

d. Grounds and Maintenance Committee:

Ms. Swenarton will email the “fence financing study” to the rest of the Board Members. Mr. Phil Gilley created the report as part of the budget study committee’s work at the end of 2011. Mr. Klenjoski needs to inventory the fence replacement supplies and their value for the annual meeting. Mr. Klenjoski will also check with Mr. Kuska to provide the Board with an update report on his construction project. He should also advise him of the requirement to keep the yard neat during the construction. Mr. Grudis pointed out that the City of Westminster could approve extensions to the existing permit, allowing the project to go on longer. The Board could write a letter to the City of Westminster stating the Board’s opposition to any extensions being granted to the building permit at this address.

5. Unfinished Business

a. Construction update: 11319 Quivas Way

Mr. Klenjoski will check with Mr. Kuska to provide the Board with an update report on his construction project. He should also advise him of the requirement to keep the yard neat during the construction. Mr. Grudis pointed out that the City of Westminster could approve extensions to the existing permit, allowing the project to go on longer. The Board could write a letter to the City of Westminster stating the Board’s opposition to any extensions being granted to the building permit at this address.

Mr. Klenjoski will communicate with Mr. Kuska’s contractor to gauge the progress of the project.

b. The Ranch Filing No. 3 Homeowner's Association Covenant and Rule Enforcement Policy:

Ms. Hamilton moved that the Board approve the **Covenant and Rule Enforcement Policy**, which was updated by Mr. Keenan's office according to the Board's request from the July meeting. Mr. Grudis seconded the motion. Motion passed.

c. Legal Action:

The Board's attorney is in negotiation with one delinquent homeowner to set up a payment schedule to bring this homeowner's account up-to-date.

The foreclosure case is continuing.

7. New Business

The agenda for the September 18th Members' Annual Meeting was discussed. The order of presentation was decided:

- 1) Present status of the Association
- 2) Year's accomplishments
- 3) Future goals including election of new Directors. Ms. Swenarton will not run for a second term. Ms. Hamilton is willing to run again. New volunteers will need to be appointed to the ACC at the Annual Meeting, as Ms. Amy Chavez, Chairperson of the ACC, will resign at the end of September. If no additional homeowners volunteer, the Board of Directors will be forced to engage a management company.
- 4) Discussion of the Board's philosophy of maintaining the perimeter fence , repairing as needed, while accumulating the necessary funds to replace the fence when it can no longer be repaired.
- 5) Open Forum

8. Adjournment:

The meeting was adjourned at 8:40 pm. The next Board meeting will be to prepare for the Annual Members' Meeting before the Annual Meeting.

Respectfully submitted,

Donna B. Hamilton Secretary/Treasurer, Board of Directors, Ranch Filing #3 HOA