

**The Ranch Subdivision Filing No. 3 Homeowners Association  
Regular Meeting of the Board of Directors  
Nov. 23, 2013**

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

**Architecture Control Committee:** Not present

**Maintenance Committee:** Not Present

**Homeowners:** None

**1. Proceedings:**

Board President, Ms. Dale Kalousek, called the meeting to order at 8:15 am. at the home of Ms. Kalousek, 11287 Ranch Place, Westminster, CO 80234. It was determined that a quorum was present for the transaction of business of the Association.

**2. Open Forum:** No Homeowners present.

**3. Minutes:**

The minutes of the October 16<sup>th</sup> Board meeting were approved.

**4. Reports:**

**a. Grounds and Maintenance Committee:**

Global Landscape has been contracted to do the Association's snow removal on Pecos St and 112<sup>th</sup> Ave. Ms. Kalousek or Ms. Hamilton will be the contact point. Their rates are \$55.00 per hour. Fence: Mr. Klenjoski surveyed the fence and reported the following: There are 3 broken posts and 1 broken runner on 112<sup>th</sup> Ave. There is a section bowing on 112<sup>th</sup>, west of Raritan. The fence on Pecos St. is ok. Josh Clay (Mr. Lloyd Wade's grandson) has posts and can repair the fence. Mr. Klenjoski will contact Mr. Clay.

Open Space Access sidewalk on Ranch Place: The fence support posts are rotting out at ground level and the sidewalk is sinking at the open space end. One suggestion to handle the sidewalk would be to remove the broken blocks and replace it with crushed rock. The concrete posts at the beginning of the sidewalk need to be painted or whitewashed. This is a spring project.

**b. Treasurer's Report:**

Ms. Hamilton reported that the checking account balance is \$2231.46 and the Money Market account balance is \$99,882.66. Three homeowner's accounts are delinquent. Ms. Burnside agreed to attempt to contact the homeowner on Raritan St.

The Board discussed raising the Annual Assessment as allowed by the Covenants. Ms. Kalousek moved that the 2014 Annual Assessment fee be raised by 10% per year to build the fence reserve. Ms. Burnside seconded the motion. Motion passed. The 2014 Assessment will be \$220.00. The Association will not be changing banks, as the bookkeeper is happy with the current arrangement.

**c. Swale:**

Ms. Kalousek presented a rough sketch of her ideas for the Swale redevelopment. She will work with a landscaper to obtain estimates to modify the draft design and implement it.

**d. Rock replacement on 112th:**

Mr. Klenjoski will get estimates on replacing the rock and weed control along 112<sup>th</sup>, attempting to match the rock color and type with the rock on the south side of 112<sup>th</sup>. There is very little grass alive along that section, and Avalanche did not use weed control on that area.

**5. Unfinished Business**

**a. Snow plow damage:**

Ms. Burnside will turn in the bill to the City of Westminster this week.

**b. Wade Survey:**

Mr. Keenan's advice on the Wade survey was to stay out of the dispute between these two homeowners. The ACC will assess fines against the owner of the timbers and to force completion of the addition.

**6. New Business:**

**a. Legal**

Mr. Keenan is still attempting to serve the homeowner who has continuing violations and unpaid covenant fines.

**b. ACC violations during the winter:**

All homeowners and Board Members are encouraged to report covenant violation to the ACC by using the ACC email.

**c. Debt Collection Policy**

Ms. Hamilton will contact Candyce Cavanagh about the policy. The policy needs to be in place by January 1, 2014. The Board trusts Ms. Cavanagh to create the policy in accordance with Colorado law and our covenants.

**d. Indemnity Policy for Helping Hands Committee:**

Mr. Grudis can write a simple indemnity policy and create a form.

There are 2 projects for the HH Committee: rock removal from along the fence and possible meal assistance for an ill homeowner (if desired).

**e. December Meeting?**

No meeting will be held in December.

**7. Next Board Meeting:**

The next regular meeting of the Ranch Filing #3 Board of Directors meeting will be January 15, 2014 at the Ranch Country Club.

**8. Adjournment:**

The meeting was adjourned at 10:15 am.

Respectfully submitted,

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