

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 120

Date: Monday, September 09, 2024
Place: Tower Ranch Clubhouse - Lounge
In attendance: Brittany Burpee (BB), Joe Danchuk (JDa), Jon Durkin (JD), Heidi Enns(HE), Jane Hicks (JH), Glen Wood (GW)

1. Welcome and Introductions

The meeting was called to order at 6:03pm with JD as Chairman.

2. Review of the action lists and minutes of BOD-119

The minutes and action lists of BOD-119 were reviewed.

Actions arising from:

Action 1: JD /GW to have the wood beam repaired on the fence located on TRB by the sixth hole.

Action 2: JD to contact Dilworth to remove old signage on TRB

Action 3: JD to follow up with lawyer regarding Non-Disclosure Agreement for Board Directors.

JD MOVED the minutes of BOD-118 be approved; seconded by GW and **Motion 120-1** carried.

3. Monthly Financials

The accounting process is working well with King's Insurance and he was paid in July. The Term Deposits held at Interior Savings in the amount of \$50,000.00, \$31,829.20 and \$73,207.16 (total= \$155,036.36) were rolled over on August 1, 2024 into eighteen-month terms.

The existing 2024 budget will cover annual fitness equipment maintenance scheduled for Monday, September 23, 2024.

Action 4: Moving forward, BB to send BOD members the monthly financials to allow review before being tabled at the next meeting.

Action 5: JDa to prepare a refurbishment plan and quote for Board approval of the fitness area including, protective wainscotting, wall repairs, professional cleaning (requires cleaning under and around equipment) and applicable signage.

GW moved that the monthly financials be approved as presented; seconded by HE and **Motion 120-2** carried.

4. June 03, 2024 Annual General Meeting minutes

HE has completed the minutes of the AGM.

Action 6: JD to review and distribute.

5. Fortis substation update

JH provided an update of the August 12th meeting with Fortis representative S. Martens and requested BOD approval to move forward with the tabled action plan (as laid out in JH's August 13 letter to the board). This plan will also contain communication sent to Fortis from the City of Kelowna's outlining recommendations to Fortis regarding the beautification of the site.

The action plan was approved.

Action 7: HE to distribute site maps and City of Kelowna communication to the Directors.

Action 8: JH (and HE) to forward a letter to Fortis outlining the BOD-approved action plan.

6. Traffic Calming Working Group

JD reported that a traffic calming working group has been formed. The group have discussed strategies including Speed Watch and Black Cat. There has been some discussion of raised crosswalks being installed on TRB, however to date no confirmation of the work or timing of the installation has been confirmed.

JDa expressed concern for commercial vehicles now using Tallgrass Trail as an exit from the community.

Action 9: JD to bring Traffic Calming Plan to the Board for discussion.

Action 10: JDa to contact City of Kelowna Engineering Department regarding road specifications on Tallgrass Trail.

7. Review of June 25, 2024 meeting with PLC marketing team

JD reviewed the discussions held with PLC Marketing Realtor Taylor M (from MDA).

Action 10: JD to inquire an update from MDA regarding possible Lot#6 possible build-out options, and the proposed survey MDA would like distributed to the TR community.

8. Clubhouse Strata

GW provided an overview of the clubhouse amenities appraisal valued at \$290,000.

Action 11: Directors to review the appraisal and provide GW with follow up questions.

JD reviewed TRCA position regarding the Strata and settlement offer to Carrington.

Action 12: JD to invite our strata lawyer Matthew Fischer to December 09, 2024 BOD meeting

9. Committee Reports

Landscaping:

Awaiting response from TRGC regarding landscaping beautification of the TR entrance way.

Action 13: JD to follow up with GC general manager.

Given the recent accidents (2) at the TRB/TRD intersection, options by which visibility can be increased at that location were discussed.

Action 14: GW to have Tyger Boyz to cut back the shrubbery along the bottom median strip so as to increase visibility for vehicles of the TRB and TRD intersection.

GW reported that the “wings” on light box illuminating the TR entrance structure will be installed shortly.

Finance:

JD MOVES that the TRCA reimburse Joe Danchuk in the amount of \$157.50 for payment he made to the Blind Doctor for repairs to one of the blinds in the gym; seconded by GW, and **Motion 120-3** carried.

Insurance:

Action 15: BB to assume interim Insurance portfolio until LB return.

Other:

Action 16: HE to contact City of Kelowna regarding options for citizen boulevard recognition options.

9. Adjourn and Next Meeting

Meeting adjourned at 8:05pm. Next meeting is scheduled for October 07, 2024 at 6pm in the TRCA Clubhouse Lounge.