

## Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 79

**Date:** Monday, March 8 2021

**Place:** Videoconference

**In Attendance:** Directors: Larry Bray (LB), Jon Durkin (JD), Craig Fowler (CF), Jim Roe (JR), Glen Wood (GW)

### 1. Welcome and Introductions

The meeting was called to order at 7:04 with JD as Chairman.

### 2. Minutes of BOD-78

JD reviewed and checked the status of the action items from BOD-78. JD MOVED the minutes of BOD-78 be approved, seconded by CF and **Motion BOD79-1** carried

### 3. 2021 Board Priorities

The collated and prioritized list of 2021 BOD priorities was sent to each BOD member for the representative committee to act upon.

### 4. Fortis substation update

Fortis Committee was formed by the Board in April 2020 to represent the TRCA in discussions regarding “beautification” options that Fortis could adopt to improve the visual appearance of the planned expansion of the Lee Substation. The committee’s efforts have been successful in having Fortis agree to include a concrete wall extending along the entire front of the substation with tasteful artwork either carved into or attached to the stone panels.

It is the board's position that Fortis is unlikely to go beyond this to further accommodate the TR community. To approach Fortis upper management to seek further considerations is unlikely to be successful and could possibly undermine the gains made to date. The TRCA BOD does not support any attempt to have Fortis move beyond the significant improvement the committee has achieved.

The suggestion of planting of trees along the existing berm on golf course property and along the property line of the Frind Winery has also been considered by the BOD. As part of its due diligence, plans for the area that demarcates the various property lines in the substation area (Fortis, Parkbridge, Frind, Carrington, and the City) were obtained. The Board met at the site to view that area and to discuss the tree planting proposal. The conclusions reached are as follows:

- The proposal would not significantly further reduce the visual footprint of the substation for homeowners looking down from above, or in fact for those driving or walking by the facility.
- The board has received correspondence from golf course management that it has not endorsed the planting of trees along the existing berm behind the second green and is not in a position to contribute any funds.
- It is unlikely that Frind would agree to the planting of trees along its property line that could potentially shade parts of its vineyard. Fortis has a standard policy that it does not allow trees on its Substation properties.
- It would appear that any expenses beyond the visual improvement already agreed by Fortis would fall to the TRCA

For these reasons the Board cannot endorse the tree planting proposal as presented by the committee.

It is recognized that it is in the community interest to improve the visual appeal of the area at and near the intersection of TRB and TRD. The Board believes that the City bears significant responsibility for the current situation since there is much that can and should be done by the property owners abutting these areas. The Board plans to contact all parties and the City and remind them of their obligation that this boulevard area must be maintained to a certain standard.

It was concluded that the Fortis committee has successfully completed its mandate in the name of the TRCA. The TRCA BOD would like to thank D. Spruston & D. Funk for their efforts and time in helping the committee move this project along.

*Action 1:* JD to write the Fortis Committee on the BODs determinations and decisions

## 5. Proposed improvements to the waterfall structure

The board discussed possible improvements to the Waterfall structure at the bottom of TRB as a step to improving the attractiveness of the area at and near to the TRB/ TRD intersection. The board asked GW to discuss various options and obtain estimates from contactors and to table a plan with approximate costs at the next BOD meeting to be held in April.

*Action 2:* GW to discuss options and obtain estimates from contactors for improvements to the Waterfall structure and table a plan with approximate costs at the next BOD meeting.

Since the structure is on golf club property JD emailed James Cronk on March 7 to ask if he would support some kind of improvement plan paid for by the TRCA. James wrote back that he would have no objection to us working on the structure.

### Monthly Financials

GW proposed that the TRCA replace the backflow preventer plumbing at three of our four locations along TRB. It was pointed out that the present plumbing for the preventers has been identified as our greatest risk of failing within our irrigation system and that when the plumbing is redone it will no longer require the annual removal of the preventers with the result that the expenditure will be recovered in about five years. The BOD agreed that the work should be conducted.

GW MOVED that that the Board approve spending up to \$2500 to replace the backflow preventers along TRB. It was pointed out that the present aged units constitute the weak link in the irrigation system WRT potential system failure and/or water damage to adjacent properties; seconded by JR and **Motion BOD79-2** carried.

GW MOVED that that the Board approve spending up to \$3500 to mulch the beds along TRB, seconded by JD and **Motion BOD79-3** carried.

JR MOVED that that the policy re the use of the TRCA credit card "Procedures to follow for the use of the TRCA credit card" be accepted and that DH be notified; seconded by LB and **Motion BOD79-4** carried

*Action 3:* JR to provide JD with final draft of the credit card policy to be placed on the website under Board Policies

*Action 4:* JR to advise DH re the adopted credit card policy

*Action 5:* CF to circulate the draft 2021 budget and to table the budget for approval at the next meeting.

## 6. COMMITTEE REPORTS

### **Landscaping & TRB Maintenance (GW)**

No report

### **Legal (CF)**

No report

### **Bylaws and Policies (JR)**

Speed reduction / traffic calming on TR Boulevard – We have hit a brick wall hit with city staffer responsible for traffic calming in the city. BOD to discuss next steps.

### **Finance (GW/CF)**

No report

### **Communication and Membership (JD)**

- Four 4 new homeowners added since last report (Feb 8). JD met with them and all forms have been returned and processed (FOB applications to golf club; pads and cheques to bookkeeping)
- Sent out following e-blasts to homeowners:
  - Feb 6: Correction to March restaurant menu

- Feb 14: Message re gym closing due to restaurant flood
  - Feb 17: Second message sent re dog poop!
  - Feb 24: Survey sent re email preferences homeowners wish to receive
- Results of correspondence preference survey (closed 5 pm March 3):
    - Of the 348 messages sent to residents, 164 responded to the survey (47%).
    - It seems we are not bothering too many residents with gym updates, Carrington promotions, etc. as only 6.7% (11 people) asked that we customize their preferences.
    - We did get 22 new subscribers from question #1. KH will reach out to the majority of these to confirm their residential address and add them to the master resident list.

### **Trails Committee (LB)**

Trails Report – trails are still closed to the public due to construction and are not expected to be turned over for operation until the end of 2022.

#### Actions arising from:

*Action 6:* JR to supply LB with a copy of the trail map from Pushor- Mitchell.

Fortis Substation – Fortis BC has approved the installation of a 9’ high stone wall fence with artistic drawings . Fortis is working with the City of Kelowna to encourage them to clean up the curb area in front of the sub station and along McCurdy road. This is the main focus now for beautification of this area.

Thus, there is no requirement to continue the committee as the TRCA BOD can manage the project along with Fortis going forth. The TRCA BOD would like to thank D. Spruston & D. Funk for their assistance and time in helping form this committee and moving this project along.

### **Amenities and Strata (JD)**

A second flood has hit he clubhouse (February 14) requiring that it be closed including our gym. Damage much less than was experienced in February 2019. The gym was largely spared except for some needed cosmetic repair to ceiling. Latest estimate if the clubhouse and gym will reopen by March end.

Sent invoice for Lounge and gym cleaning to DH (March 3) for \$180

Actions arising from:

*Action 7:* JD and CF to discuss FOB usage rights for renters and bring a proposal to next BOD meeting

**Insurance Committee (JR)**

Insurance - Capri expects to have our 2021 package ready by mid-March. JR will update the Board as soon as the package is received.

**7. Other items**

None

**8. Adjourn and Next Meeting**

The meeting was adjourned at 8:22 pm. The next BOD meeting will be at 7:00 April 12, 2021 by videoconference.