

Minutes of the Tower Ranch Community Association (TRCA) Board of Directors Meeting BOD 131

Date: Monday, September 08, 2025
Place: Tower Ranch Clubhouse - Lounge
In attendance: Joe Danchuk (JDa), Mark Blanchard (MB), Jane Hicks (JH), Heidi Enns (HE),
Teleconferenced: Brittany Burpee (BB), Maridula Maridula (MM)
Regrets: Kelly Hamond (KH)

1. Welcome and Introductions

The meeting was called to order at 6:04pm with JDa as Chair.

2. Review action lists and minutes of BOD -130.

MB MOVED that the minutes of the BOD 130 be approved as distributed on September 02, 2025; seconded by JH and **Motion 131-1** carried.

3. In Camera Meeting

JDa MOVED the meeting go in camera to discuss operational and property matters requiring confidentiality; seconded by MB and **Motion 131-2** carried.

4. Monthly Financials

BB presented and summarized the June financial statement and provided an overview. JDa Moved approval of the financial statement as presented; seconded by MB and **Motion 131-3** carried.

BB and MB reviewed the draft Standard Operating Procedure the goal is to align with the 2020 TRCA Financial Policies and have accessible a high-level document for homeowners with structure, transparency, and accountability for how the TRCA manages the finances.

Action 1: Directors to review the SOP document and comments on the on-line document for BB and MB perusal.

5. Roles of Directors, communication and responsibilities

JDa requested deferral of the agenda item to the October meeting.

6. Update from Directors regarding funding partners for Motion 128-5.

MB provided some background on the history and payments towards the Tower Ranch Entrance feature as discussed at the Annual General Meeting. Parkbridge is not interested in assisting with a contribution to this project. Concerns were expressed regarding the current state of the feature including but not limited to UV deterioration of exposed irrigation lines.

Action 2: MB to solicit landscaping quotes to enhance the entrance feature.

Action 3: JDa to meet with Golf Course management regarding the landscaping plans and seek a financial contribution to the project.

Boulevard and Tower Ranch Drive are on hold due to the sighting of an endangered species: painted turtle.

7. Traffic Control along Tower Ranch Boulevard

JDa reviewed the success of the traffic calming initiatives by Jon Durkin and his committee along Tower Ranch Boulevard. No further action is required and the agenda item will be removed.

8. Fortis Update

Discussion included next steps on the landscaping improvements issues and concern expressed by Fortis regarding the sighting of a painted turtle

Action 4: JH to draft correspondence from TRCA requesting an environmentalist to visit the site in lieu of Fortis' position and our concern and recommendation to rehome the turtle that is in danger from constantly crossing TRD

9. Committee Reports

Landscaping: GW has resigned, and the Directors will recognize his years of contribution with a gift basket and card. Discussion also included the debris and tarp structure on Parkbridge property, concern regarding residents leaving garbage bins outside their homes, weed control and Black Mountain watering compliance reminders to residents in the Spring.

Action 5: Directors to bring items for a gourmet food basket to the October meeting.

Action 6: JH to provide the RDCO information bulletin for distribution to TRCA also to post on the TR Facebook site.

Action 7: HE to circulate RDCO and COK information bulletins.

Membership and Communication: HE reported that as of September 08 there were 20 units for sale. Since June 5 communication bulletins were distributed to homeowners via TRCA.

Clubhouse Amenities:

Action 8: HE to support JDa with quotes for consideration at the October BOD for supplemental kitchen items for lounge and communication bulletin boards for lounge and fitness area.

10. Adjournment and next meeting.

Meeting adjourned at 7:29pm.

Next meeting is scheduled for Monday, October 6, 2025, at 6pm in the TRCA Clubhouse Lounge.