

Minutes of Meeting
Of the Board of Directors o
The Tower Ranch Community Association (TRCA)
BOD-29

Date: Wednesday, 21 March 2018
Place: Members Lounge, Tower Ranch Clubhouse
In Attendance: Directors: Craig Fowler, Jennifer Bridarolli, Glen Wood
Committee Members: Jon Durkin

Welcome and Introductions

The meeting was called to order at 7:05 PM with Craig Fowler as Chairperson.

Minutes of BOD-28

Minutes of BOD-28 with Don Spruston's "Memo to File" appended {ref. BOD-28} had been circulated for review and comment.

Jennifer Moved that Minutes of BOD-28 be approved. Seconded by Craig and carried unanimously.

Committee Updates/Reports

Strata and Clubhouse Operations Committee – Jon Durkin Chair

Jon referenced the discussion at BOD-28 about reinstating a FOB use for the Tower family reporting that a letter had been sent advising of reinstatement of FOB for use of gym and requesting their assistance to TRCA with some history/documents of early events in the development of Tower Ranch. The response from Ms. Tower was positive.

In exploring what companies offer the service and what potential costs were to be expected Jon reported that it is cost prohibitive for the TRCA to consider alarm system replacement or upgrade at this time.

The golf course has experienced a mudslide which potentially could have been caused by actions of homeowners in the immediate area. The question of TRCA's role in perhaps contacting the homeowners was raised and discussed with those present agreeing the matter was between the Golf Course and the homeowners.

Repair of the treadmill and an annual preventative maintenance contract was discussed with Jon noting that he would like to get more quotes than just the one he had. It was suggested the immediate need to get the treadmill fixed be addressed and quotes could be requested for the annual maintenance of all the gym equipment.

Landscaping Committee – Glen Wood, Chair

Glen reported that at the March 12th/18 with EAC he had advised Matt Temple of EAC of the mess EAC or their contractors had made of the boulevard on the west side of Tower Ranch Boulevard. Mr. Temple acknowledged this issue and said EAC would address it.

Communications/Social/Membership Committee – Maureen Watt, Chair

Maureen had advised that due to illness she would not attend this meeting.

Finance – Jennifer Bridarolli, Chair

Jennifer referred to the February Monthly Report provided via e-mail by Chris Kerr, bookkeeper to Don Spruston and which had been forwarded to Directors and Committee Members for consideration. The report comprised a Balance Sheet as of 28 February 2018, a Profit/Loss Statement for January – February 2018, a Budget vs Actuals Statement for January – February 2018, an A/R Aging Summary as of 28 February, 2018, a list of PAD subscribers as at 27 February, 2018 and the Proposed 2018 Budget Revenue/Expenses. A couple of questions were sufficiently answered and attendees looked forward to receiving the next – April 20th/18 – March Monthly Report.

Jennifer reported that invoices had been mailed to residents having accounts in arrears and this generated some activity. It was also noted that the large cheque for fees for 1786 Split Rail home sale had been deposited.

Legal – Craig Fowler, Chair

Craig's draft letter to Doak Shirreff regarding the TRCA's position with respect to their 2 invoices totalling \$7011.79 had been circulated previously for review and comments had been provided and incorporated into a re-draft for discussion at this meeting. A couple of suggestions were provided: add "without prejudice"; delete reference to "members of the steering committee". Members present felt that the letter was then appropriate to forward to DS...Craig noted he may take another review before it goes.

With reference to the suggestion by Maureen, which was e-mailed to Directors and Committee Members, that the TRCA is possibly in a no win situation in challenging the DS invoices it was the unanimous opinion of members present that TRCA has an obligation to challenge invoices regardless of who they are from.

Parkbridge Petition

Craig suggested this matter is “in limbo” for now with Parkbridge having to do additional work notifying new owners, etc. Craig reported that EAC has no issue with what PCL is requesting subject to specific conditions set out in their submission to the Court.

Other/New Items

Jon queried if he can access a current list of accounts in arrears when he has requests for bookings from TRCA homeowners for the members lounge as members must be in good standing to book. Chris Kerr will be providing monthly account in arrears reports which can be forwarded to Jon or Jon can e-mail Chris.

On March 16th/18 Don and Glen met with EAC managers (G. Asling and Matt Temple) as a follow up to earlier discussions on TRCA membership fee payments. Don provided an e-mailed summary and Glen reported the meeting was amicable. The outset was that EAC would get back to TRCA after they get a legal opinion. It was suggested and agreed that Don/Glen should provide a summary of the meeting back to EAC highlighting what actions were agreed to. {Don to action this item}.

Glen Moved that Jon Durkin approach the City of Kelowna with regard to painting a centre line on Tower Ranch Boulevard and further, that a request for installation of “seasonal” speed bumps - similar to those on Upper Canyon Drive in the Wilden development - be made for the Split Rail corner and for anywhere else that is deemed appropriate to slow traffic (speeders). Seconded by Jennifer and unanimously approved by all Members present.

Glen Moved that the TRCA write to the City of Kelowna with regard to the dust being created by the project to the south of our homes; and further, reiterate that we are also concerned about the potential for noxious weeds growing on the bare ground where the topsoil has been removed. Seconded by Jennifer and unanimously approved by all Members present.

Craig noted that the City of Kelowna’s website has a section containing a form for citizen’s to use in bringing situations of concern to their attention.

Glen Moved that the TRCA write the City of Kelowna requesting that the remaining 2 street lights be installed on the existing bases to the east of the golf clubhouse along Tower Ranch Boulevard as well as 2 on Tower Ranch Drive as an attempt to deter/decrease the local drug activity in this immediate area. Seconded by Jennifer and unanimously approved by all Members present.

Jon, in an e-mail to Directors and Steering Committee members, suggested it would be appropriate and timely to schedule on an agenda a discussion on the role of TRCA and about possible roles that Directors and Committees will play for the year; perhaps rotating meeting Chairperson as a start. It was agreed that this matter would be best happening when there are as many Directors and Steering Committees as possible

present to hear everyone's views. Potential to be put on April 4th/18 BOD meeting agenda.

Adjourn and Next Meeting (Wednesday 4 April 2018).

Meeting adjourned at 8:43 PM