KEN CARYL RANCH TOWNHOUSE ASSOCIATION

RECORD OF PROCEEDINGS

May 13, 2020

The regular meeting of The Ken Caryl Ranch Townhouse Association Board of Directors was held via Zoom meeting. The following directors were present or absent as noted:

Ken Whiteacre - Present Sue Bryant - Present

Bob Campbell - Present Kathy Dann - Present

Rick White - Present Jessica Ramos –Agent- Present

Pat from the Newsletter Committee was present.

Call to Order – Kathy Dann called the meeting to order at 6:42 PM. A quorum was present.

Minutes – The minutes of the meeting held February 12, 2020 were approved. Approved as amended.

Open Forum

* No home owners present. Home owners invited via website.

Committee Reports

Architectural, Building & Maintenance Committee

* Architectural committee approved 1 ARC request for Junipers, 2 remain pending.

Landscape Committee

* Landscape committee requested to evaluate metal edging.
* Landscape committee requests picnic table to be removed. Board approves, no replacement of picnic table approved.

Communications Committee

* The committee would like a 90-day calendar for the newsletter.

Financial Reports – Jessica Ramos reviewed financials for end of month April 2020

* Ending balance of the Operating Account is $65,818.74. Reserve Accounts - $938,280.17.
* Disbursements during the month (not including the regular transfer to reserves) were $11,180.25.
* Prepaid maintenance fees were $24,172.70

Property Manager’s Report

* Prepare working document for monthly reports
* Pest Control for wasps and wasp nests set up
* Review of delinquency throughout the month for any corrections or concerns- collection on 1 account continued
* Gutter cleaning completed
* Ongoing education on pending development on the north side of SRT
* Additional fence repairs completed and ongoing with Chambers construction
* Light poles to be install completed
* Researching signage
* Need to map out metal edging for replacement

Unfinished Business

- Tree prune clean up update, debris remaining to be picked up.

- Fence Repairs scheduled and completed, additional fence work required.

- Topper replacement submitted by management per board.

New Business

-Metal edging, several complaints of lifted edging made by homeowners, landscape committee will map out replacement phases.

- Signage replacement, 26 signs to be replaced out for bid.

- Picnic table not to be replaced per board.

- 2021 capital project ideas, we need control boards for irrigation to go to bid.

- 2021 capital projects next item we need to replace one backflow cage, Sholtz has not provided bid, Chambers construction is working to provide bid.

-2021 capital projects concrete including repairs from landscaper.

-2021 capital project 11891 main sewer line and concrete steps approved

-2021 landscaping contract with Sholtz need to receive bid.

- Pavement proposal from Rose Paving motion to accept proposal for $75,730.96 passed unanimously signed and submitted by management.

Executive Session – None was held this month.

Adjourn – There being no further business to conduct, the meeting was adjourned at 7:58 PM. No March meeting was scheduled. Next meeting scheduled for June 8, 2020 at 6:30 pm.

Respectfully submitted by Jessica Ramos, Acting Secretary