KEN CARYL RANCH TOWNHOUSE ASSOCIATION

RECORD OF PROCEEDINGS

June 10, 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 6:32 PM. A quorum was present.

Minutes – The minutes of the meeting held May 13, 2020 were approved. Approved as amended.

Open Forum

* 3 homeowners present. 11876 relaying the branches and trees damaged in the wind storm the previous weekend

Committee Reports

Architectural, Building & Maintenance Committee

* Architectural committee approved 3 HIR’s. 2 remains pending for further information from homeowner.
* 2 violations sent for unsightly items being stored
* Asphalt project to be completed on June 23, 2020 within the same day weather pending

Landscape Committee

* Landscape committee submitted the map with the edging needing replaced or repaired for Shultz to complete.

Communications Committee

* The committee would like a homeowner refresh on why to attend the Annual meeting as well as verbiage for the open position to be voted on at the meeting
* Newsletter to go to print on the 15th

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

* Ending balance of the Operating Account is $93,771.60. Reserve Accounts - $956,076.58.
* Disbursements during the month (not including the regular transfer to reserves) were $11,213.85.
* Prepaid maintenance fees were $25,922.70

Property Manager’s Report

* Prepare working document for monthly reports
* Review of delinquency throughout the month for any corrections or concerns- collection on 1 account continued
* Introduction of new Manager
* HIR’s submitted to Ken
* Ongoing education on pending development on the north side of SRT
* Fallen tree debris and removal in progress from storm, ETC invoice submitted with Presidents approval
* Invoice for the Caps submitted
* Picnic table disposal completed

Unfinished Business

* Metal edging map to be completed by Shultz
* New signs bid motioned and seconded by Board approved to install
* Tree/ Prune update. Storm caused severe damage to several trees and additional clean up to be requested.
* Fence repairs previously reported are completed. Further repairs needed from storm damage.

New Business

* 2021 Capital budget ideas to be bided and submitted to treasurer asap for budget preparation
* Introduction of Darrell Olivarez as the new acting community manager
* Tennis courts tabled for further board discussion
* Bridge replacement to be completed by Chambers construction. Motion made and seconded passed unanimously.

Executive Session – None was held this month.

Adjourn – There being no further business to conduct, the meeting was adjourned at 7:48 PM. Next meeting scheduled for July 8, 2020 at 6:30 pm location TBD.

Respectfully submitted by Jessica Ramos, Acting Secretary