KEN CARYL RANCH TOWNHOUSE ASSOCIATION

RECORD OF PROCEEDINGS

July 15, 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 - Absent Darrell Olivarez 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 June 10, 2020 were approved as amended.

Open Forum

* No home owners present.

Committee Reports

Architectural, Building & Maintenance Committee

* Waiting on further information from 11807 regarding material and plants to be used for landscaping change

Landscape Committee

* Landscape committee to choose a tree to replace the tree taken out by Rose Paving. Schultz to plant tree and billed submitted to Rose Paving
* Metal Edging needs to be addressed by Schultz
* Stump in front of 11806/11804 needs to be ground down
* Tree in front of 11876 needs to be inspected for health
* Schultz needs to trim up all bushes/ shrub’s in community along with trimming up trees 12 feet high

Communications Committee

Committee noted using ‘Do not Trim” stickers be used during foliage clean up

Financial Reports – Darrell Olivarez reviewed financials for end of month June 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
* HIR’s submitted to Ken
* Invoice for the Caps submitted

Unfinished Business

* Metal edging map to be completed by Shultz
* New signs bid motioned and seconded by Board approved to install, color suggestions to be given to the board
* 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
* Tennis courts working on bids
* Obtain bid for final cage install
* Light Post out between 11808/ 11810

Executive Session – None was held this month.

Adjourn – There being no further business to conduct, the meeting was adjourned at 7:41 PM. Next meeting scheduled for August 12, 2020 at 6:30 pm location TBD.

Respectfully submitted by Darrell Olivarez, Acting Secretary