KEN CARYL RANCH TOWNHOUSE ASSOCIATION

RECORD OF PROCEEDINGS

August 12, 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 Darrell Olivarez Agent- Present

Pat from the Newsletter Committee was present.

Call to Order – Kathy Dann called the meeting to order at 6:33 PM. A quorum was present.

Minutes – The minutes of the meeting held July 15, 2020 were approved as written.

Open Forum

* Home owner from 11605 was present.

Committee Reports

Architectural, Building & Maintenance Committee

* Waiting on further information from 11807 regarding material and plants to be used for landscaping change
* Waiting for further information from 11691 regarding security door and window replacement

Landscape Committee

* Landscape committee chose to replace tree by 11714 with an Autumn Maple Blaze
* Enhancement project for community to begin with edging assessment
* Stump in front of 11806/11804 needs to be ground down ETC to submit proposal

Communications Committee

* Newsletter to be sent out after annual meeting September 9th, 2020

Financial Reports – Darrell Olivarez reviewed financials for end of month July 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
* Schultz bid for enhancements enclosed
* Schultz bid for winter services bid enclosed
* Schultz approved for final backflow cage install
* Repairs completed to light post at 11808/11810
* Researching signage, bid enclosed
* Additional fence repair completed
* Tennis Court bids enclosed
* Completion of sewer line repair 11891
* Schultz bid for stump grinding 11804 enclosed
* Schultz bid for landscaping replacements out front of 11891

Unfinished Business

* Metal edging map to be completed by Shultz
* Motion passed to approve final signage for community
* Motion passed to approve 2020-2021 snow removal contract

New Business

* Gutter issue reported by unit 11892, connections of 3-inch to 4-inch main line
* Damage to center garage door wall frame located at 11890
* Damage to exterior gutter of 11890

Executive Session – None was held this month.

Adjourn – There being no further business to conduct, the meeting was adjourned at 7:39 PM. Next meeting scheduled for September 9, 2020 at 6:30 pm location Ken -Caryl Ranch House.

Respectfully submitted by Darrell Olivarez, Acting Secretary