

**CAMELOT TOWNHOMES, INC.**

**Board of Directors Meeting**

**Tuesday, June 25, 2019 at 6 PM in the Party Room**

**In Attendance:**

Barbara Lewis, President

Bill Maynard, Vice-President (absent)

Jay Dea Brownfield, Secretary

Rick Gleichauf, Treasurer

Claudia Marrufo, Board Member

Bob Niland, Board Member

Rebeca Padilla, On Site Manager

Karen Pharr, Hiatt, Pharr & Assoc

**Owner Concerns**

Yvonne Rivera #74. She is concerned about the sewer lines and the smell by her unit. Maintenance will check on it. Mr. Russell Gaenzle #34 asked if there is a possibility to get a car charging station on the property.

A quorum was established. Meeting was called to order by president, Barbara Lewis at 6:06 PM

The board meeting began with a motion to accept the Consent Agenda. The motion was seconded and passed.

**Cliff Hanger Committee – Julie Jordan**

Report from Jerry Fanon of BioRemedies regarding Cliff Hanger plumbing pipe project. They are cleaning the pipes to remove rocks, propping up pipes and lining approximately 10 feet of pipes. They are talking to homeowners regarding parking, equipment in the area and the sewer odor problem. They are a little behind but making progress.

Julie Jordan reported that she and Sandy Messer are working with G & G and hope to have a proposal by the next board meeting. Barbara asked the committee to schedule a meeting with the engineer to review the proposed plans.

### **Landscape – Bob Niland**

Weekly walk about on Thursday mornings. All are welcome. The plants and trees are being pruned as needed. We need to review water usage and restart inside plumbing inspections for water usage. Bob did a property walk with Vern to look for stumps and plants that need to be removed. Cypress trees need to be checked. It was moved, seconded and passed to add a 6 yard recycle bin above the pool area.

### **Roof Committee – Erika Saenz**

Moved the Executive Session

### **Design Committee – Bob Niland**

The purpose of the committee is to update the overall look of the complex because it is aged. They measured the office and reviewed plans/office functionality. The fee has been paid to the designer to draft plans, the Committee will review plans/proposal once received and then present to the Board.

### **Resident Care – Vona VanCleaf**

She has received a good response from the homeowners and will move forward with working with management to put together a plan to have spare keys in the office for emergencies and work with the phone contractor to set up a resident check daily phone call.

### **Pool – Claudia Marrufo**

Repairs have been made to the pool after the damage done by a resident who will be billed for the repair costs. The rules and regulations have been re-sent to residents.

### **Financial Report – Rick Gleichauf**

Rick Gleichauf presented the financial report. It was moved, seconded and passed to accept report ending 5/31/19 with balance of \$279,082. The gas bills will be monitored due to being over budget.

### **Business –**

1. Laundry keycards are working and so are the keycards for the pool. The cameras are also up and running for the pool area.
2. Management update  
Cushman & Wakefield PIREs has been hired as the new management company as of July 2019. Karen Pharr will continue to be the property manager with the new company.

**Executive Session – 7:18 PM**

The roof committee chair attended to discuss the current roofer and the roofing projects. Review and discussion of any delinquent accounts took place. A motion was made to send a demand letter for severely past due account. Board agreed to call a meeting to review the gate system.

**Reconvene - 7:37 PM**

**Unfinished Business -**

No unfinished business and meeting adjourned at 7:38 p.m.

**Respectively submitted,**

**Jay Dea Brownfield**

**Secretary**