

Camelot Townhomes Association, Inc.  
Board of Directors Meeting  
Tuesday, June 30, 2020 6:00 PM  
ZOOM Meeting

Members present were Barbara Lewis, President; Bill Maynard, Vice President; Jay Dea Brownfield, Secretary; Rick Gleichauf, Treasurer; Andi Agan, Bob Niland and Daniel Silva. Karen Pharr, Stefani Vilchis and Rebeca Padilla were present representing management.

There were no homeowner concerns presented by those present.

A quorum was established, and the meeting was called to order at 6:05 PM.

A motion was made to accept the Consent Agenda and it was seconded and passed.

**Regular Agenda**

**1. Landscape Committee – Bob Niland**

The walks have resumed on Thursday mornings and anyone is welcome to join in. Work continues at the juniper bushes by the volunteers: Barbara Lewis and Andi Agan.

**2. Design Committee – Bob Niland**

The windows have arrived for the party room and installation will be scheduled with the maintenance crew. Window coverings will be ordered for these windows.

**3. Treasurer's Report – Rick Gleichauf**

The month of May ended with total operating cash of \$310,866.73 and the reserve accounts had \$404,053.79. Collection of special assessment is running below budget. Expenses are showing favorable variance due to some of the larger capital expense funds not yet utilized such as the roofs and cliff hanger project. It was moved, seconded, and passed to accept the Treasurer's Report as presented. Question arose regarding the earmarked reserve funds such as tennis courts and streets. Rick explained there is a transfer made to these accounts each year based on the budget, generally toward the end of the year. The Treasurer directs management when to make these transfers.

**4. Business**

- A. Covid 19 Update – Management reported that the maintenance staff all tested negative for the virus and have returned to their regular work schedule. A banner was placed outside the office to recognize the first responders that live at Camelot. The park, tennis courts and pool are now open at the requires limited capacity. The party room remains closed.
- B. Cliffhanger Update – Management and a few of the board members walked the area with UT Plumbing to look at the drainage needs in the back of #188-#194 and at the area beyond the covered parking at the cliff hanger point. The sidewalks were also looked at. UT Contracting was asked to submit a quote for the back drain, drain at the point and the sidewalk sealing. The quote has not yet been received in full. A motion was made, seconded and passed to present the final quote via e-mail and vote to allow the association to move forward with the project.
- C. Roofs -Quotes have been received by JACE, however they are being reviewed and additional quotes are being sought.
- D. Violations/Owner requests – The owner of #68 requested that the indoor/outdoor carpet that is on the stairs and landing at this unit be removed due to the poor condition. The board agreed to take a look at the stairs and landing and report back. Management cautioned that improvements to landings that were done by an owner, such as the install of indoor/outdoor carpeting, are not the responsibility of the association to correct.

**5. Unfinished Business – None**

The regular meeting adjourned at 6:48 p.m. to Executive Session to review any delinquent owner accounts and any other matters of a legal or confidential nature. Executive Session adjourned back to regular session at 7:57 p.m.

During executive session the board voted to proceed with foreclosure proceedings on one unit due to the severely past due account. The board voted to move forward with review of quotes from UT Contracting to do the work at the cliff hanger area to include back drain system, front storm drain water redirection. The board voted to approve a loan to one of the maintenance crew due to a family emergency.

With no other business to discuss, the regular board meeting adjourned at 7:58 PM.

Respectfully submitted,

Jay Dea Brownfield, Secretary