

Camelot Townhomes Association, Inc.
Board of Directors Meeting
Tuesday, August 25, 2020 at 6:00 PM
ZOOM Meeting

Present: Barbara Lewis, President; Bill Maynard, Vice President; Jay Dea Brownfield, Secretary; Rick Gleichauf, Treasurer; Andi Agan and Daniel Silva. Also present representing management were the on-site manager Rebeca Padilla and Karen Pharr and Stefanie Vilchis representing Cushman & Wakefield.

A quorum was established and the meeting was called to order at 6:03 PM.

Homeowners: There are no concerns presented. Owners present were Julie De Francisco #67, Yvonne Rivera #74, Ruth Morris #88, Vanessa Aguilar #118, Cori Leach #79, Vona Van Cleef #200.

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

REGULAR AGENDA

1. Landscape – Bob Niland
 - a. The walks throughout the complex continue Thursday mornings. Anyone is welcome to join.
 - b. We will wait until the weather is cooler to replace plants and trees on the property.
 - c. The trimming on the Juniper bushes will continue with cooler weather.
 - d. The sidewalks and several rock walls need repair. Management is compiling quotes.

2. Design Committee- Bob Niland
 - a. The molding in the party room has been installed and painted. The blinds have also been installed. LED light bulbs have been installed.
 - b. The search is on for a new exterior door for the party room.
 - c. A plan is being developed to redesign the fireplace and install a large TV on the back wall. Daniel Silva and Bob Niland are researching television options and will report back to the board with plans to use the BestBuy credit.
 - d. Temporary unit number signs are being installed.
 - e. Pending items are lighting and enclosures for the dumpsters.

3. Treasurer’s Report – Rick Gleichauf
 - a. Rick presented the Summary Report for July 31, 2020. The month ended with \$362,234.31 in the checking account and \$410,735.20 in the reserve accounts. It was moved and passed that we accept the Treasurer Report.
 - b. Laundry money is collected and deposited to the money market account to be used for property design costs.
 - c. Recent water pipe repairs will affect the plumbing budget.
 - d. Management was asked to obtain bids to do the remaining valve replacements needed in the community.
 - e. The landscape renovation budget will be used this year for new plants that are not under warranty.

4. Business:
- A. Covid 19 Update – No new updates. It was reported that people were having a party at the pool over the weekend.
 - B. Cliffhanger Update – no new updates.
 - C. Roof Replacement Quotes –JACE updated their quote since the last board meeting and the board reviewed the revised quote along with the quote from Bulldog Roofing. After discussion a motion was made to accept JACE as the roofing contractor based on their history with the property and known reliability. The motion was seconded and passed.
 - D. Tennis Court Lighting Quotes – Two bids were reviewed to replace the lights. LONGHORN Electric bid \$6,617 and Alpine Electric bid \$7,785. A third bid is expected from Caldwell Electric. The board agreed to review the third bid once received and vote via e-mail on how to proceed.
 - E. Maintenance Area Door Quotes –Two bids received, El Paso Steel Door for \$1,139.87 and A.B.S. for \$1,261.11, it was moved and seconded to accept the quote from El Paso Steel Doors. The motion passed
 - F. Maintenance Vehicle – Rick addressed the board regarding purchasing a company truck for maintenance use. He recommended, due to the unreliability of Junior’s truck and the ability to use the purchase as a tax right off, it makes sense to purchase a company truck and have Junior as the sole driver. A motion was made to research purchasing a used truck for maintenance use. The target price would be \$10,000-\$20,000. The motion was seconded and passed. Once a truck is found, the board will vote via e-mail on how to proceed.
 - G. Violations/Owner Concerns –
 - 1. Unit #137 submitted a request to have a sidewalk installed at the side entrance of the unit. The board agreed to table this to be able to go physically look at the area.
 - 2. The owner of #178 submitted a request for reimbursement of a termite treatment bill that was done at the unit when purchased. Management explained that the owner did not know she was to contact the Association to schedule this service under the termite warranty. It was moved, seconded, and passed to reimburse the owner in full.
 - 3. UT Company submitted a quote to repair the broken water line at #183. A motion was made to hire UT to do the repair. Management explained that the line services only that unit and is not a common area line. The motion was rescinded. Management was asked to notify the owner and property manager of that unit and let them know the cost and that the line is only for that unit and to let the owner know that this may be their expense. Management will notify the board of how the owner and property manager respond and the board will vote on how to proceed via e-mail.
 - 4. Washer/Dryer Request Unit #118 -The owner presented the forms required per the rules for the installation. One neighbor has not signed off on the forms due to living in Chihuahua and unable to reach. The board explained that the dryer vent cannot go through the roof. The owner of #74 asked that the pipes be insulated. The owner agreed to vent the dryer through the wall and to insulate the pipes. A motion was made to approve the install, seconded, and passed.
 - 5. The construction along N Stanton below Camelot was discussed. Management was asked to investigate the City permit and plans for this area. Concerns are the boundary

lines and any potential damage to Camelot. The board will continue to monitor this work.

6. Management reported the indoor/outdoor carpeting on the steps and landing at #68 has been removed.

The regular meeting adjourned to Executive Session at 8:14 PM to review delinquent owner accounts and any other business of a legal or confidential nature.

During executive session, the board agreed to monitor two accounts that have large amounts due, including special assessment fees. If fees are not collected, the association attorney will be contacted. A noise complaint was addressed. The board agreed to consult a civil engineer for the cliff hanger units and the board agreed to obtain bids from general contractors to continue the balcony project throughout the community.

Executive session adjourned at 9:26 PM back to the regular meeting. With no further business to discuss the meeting adjourned.

Respectively submitted

Jay Dea Brownfield

Secretary