

**CAMELOT TOWNHOMES ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING (ZOOM)**  
**September 29, 2020**

Members Present: Barbara Lewis, President; Bill Maynard, Vice-President; Jay Dea Brownfield, Secretary; Rick Gleichauf, Treasurer; Bob Niland, Andi Agan and Daniel Silva. Also in attendance was Karen Pharr and Stefanie Vilchis with Cushman & Wakefield and Rebeca Padilla, on-site manager.

1. Homeowners in attendance: #114 Anna O'Neill, #67 Julie De Francisco, #43 Carlos Hickerson, #200 Vona Van Cleef, #88 Ruth Morris, #12 Maria Lopez, #194 Patty Russell for Johanna Avritt
2. A quorum was established, and the meeting was called to order at 6:03 PM.
3. Recognized Homeowners
  - Unit #114 reported that the unit is scheduled to close on the sale and the inspection report has some items that are required. Rebeca reported that she has the list and some of the items have been taken care of and the pending items are the balcony façade next to the balcony door. A motion was made to complete the repairs needed that fall under the Association's responsibility. The motion was seconded and passed.
4. Unit #88 addressed the board regarding the pet rule violations throughout the community and improper storage on balconies such as grills. Rebeca reported that she has a list of units that are in violation and is addressing each one. A concern was also brought up regarding the construction going on below Camelot along Stanton. Management reported that they are trying to get more information from the owner of these lots and their engineer to find out what the plans are.
5. It was moved seconded and passed to accept the **Consent Agenda**.

**REGULAR AGENDA: A notice was given that 3 new items have been added to the Agenda business which are; Trash, Gates, Swimming Pool**

1. **Landscape Committee** – Bob Niland  
Thursday morning walks continue. The horticulturist Vern Autrey submitted a list of trees and plants that need to be replaced from different areas around the property. The list includes several trees that did not do well with the summer heat and should be replaced. The committee is compiling costs for the replacements. The pruning of the large trees will be bid, due to the trees being too tall for the on-site crew to reach. A quote was presented to do the deep root feeding to include the additional service of doing a trunk injection for bore treatment. The total cost with the trunk injection is \$10,419.00. The board reviewed the operating budget and capital landscape budgets. A motion was made to approve the deep root feeding to include the trunk injection. The motion was seconded and passed.
2. **Design Committee** - Bob Niland reported they are researching concrete overlay products to determine if they can be used on the sidewalks throughout the community. Items that are completed or in progress are:
  - The new permanent artwork has been hung in the office
  - The design for the party room fireplace is in progress
  - Purchased the TV for the party room and the on-site maintenance crew will install it
  - Shopping for party room table and chairs

- A full community design plan is pending

A suggestion was made to increase the party room fee to generate income.

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

The Treasurer's Report as of August 30, 2020 was presented. The month ended with \$350,874.59 in operating cash and \$413,253.22 in reserves. The laundry room reserve was discussed and it was confirmed the coins collected each month are currently going into the money market reserve and not the laundry reserve. The current balance of the laundry reserve is \$54,000 +/- The board agreed that the laundry room equipment should be kept for now to get as much useful life out of them as possible. A motion was made to accept the report as presented. The motion was seconded and passed.

The 2021 budget planning meetings were set to be held on: October 13, November 10 and December 8 at 5:30 p.m. The annual meeting was scheduled for December 15 and the second called meeting on December 17 if needed.

### 4. **Business**

- A. Covid-19 Update-Nothing new to report. We are following all procedures for compliance.
- B. Cliff Hanger Update – CSA Engineering presented a proposal to review the project. It was moved and seconded to accept the proposal. The motion passed.
- C. Maintenance Vehicle- A truck has been purchased and has arrived. The truck was purchased by Camelot for maintenance use.
- D. Rock wall repairs-Two quotes were obtained for the rock wall repairs needed in several areas throughout the community. A motion was made to accept the quote presented by Tony Avila. The motion was seconded and passed.
- E. Pending Projects
  1. Tennis court lights – A quote was submitted by Soledion to add to the other quotes received the prior month. There were questions regarding the rebate noted on the quote and the number of lights proposed. Management will clarify these items and report back to the board to do an e-mail vote.
  2. Valves- A quote was received from UT Plumbing to replace five large street valves in front of the office. A motion was made, seconded, and passed to accept the quote by UT.
  3. Trash Cans – Discussion took place regarding the trash dumpster at Round Table and the possible need for an extra pick up or a larger container. Costs were obtained for an added pick up of \$500.00 per month or a larger container would cost \$187.00 more per month for a 6-yard container. The design committee will look at the areas throughout the community to see if there is an area where another container can be placed. Management reported there is a rule in place for proper trash receptacle use and residents found not complying with the rule may be called for a hearing and fined.
  4. Gates-Management reported the visitor gate continues to require re-booting on a regular basis. The gate contractor, ASC, is conducting a full review of the gate system and will report back. One of the gate arms was hit by a resident and they have been contacted and will pay for the repair.

5. Swimming Pool-A motion was made to close the pool on October 15<sup>th</sup>, the motion was seconded and passed. The pool furniture will be moved back to the area and stacked under the awning.
- F. Violations/Repairs
1. The pending request from unit #137 to have a sidewalk installed from the parking lot to the back patio was reviewed and a motion was made to approve the request. The motion was seconded and passed.
  2. Unit #56 submitted a request to be allowed to replace the windows in the unit, photos of the proposed window design were submitted. A motion was made to approve the request, the motion was seconded and then amended to state the windows could not have the grids as shown in one of the photos. The amended motion was passed.

The meeting adjourned to executive session at 8:12 p.m. to review any delinquent owner accounts or any other business that is of a legal or confidential nature.

During executive session the board approved having the association attorney send demand letters to two units for non-payment of fees. An update was given on the one unit that is in the foreclosure process. The board also reviewed a noise complaint and determined the matter has been satisfactorily addressed. A report was made that a temporary maintenance crew member may be needed due to two men on the crew possibly requiring medical leave for surgical procedures.

The regular meeting reconvened at 8:47 p.m. and with no other business to discuss, the meeting adjourned.

Respectfully submitted,  
Jay Dea Brownfield  
Secretary