



Sierra Pointe Homeowners Association, Inc.

Board of Directors Meeting Minutes

October 28th, 2024

The meeting was held at the Association's clubhouse, 3480 Parkmoor Village Drive, and called to order at 5:35 PM. Present were as follows:

Holly Schwarz	President
Ken Cross	Vice President
Becky Gaerlan	Secretary
Jocelyn Shipley	Treasurer
Sondra Boley	Director at Large
Derek Patterson	Property Manager

The Board of Directors, Mr. Patterson, and the members introduced themselves.

Hearing(s):

None.

Secretary's Report:

The August Board meeting minutes were approved as submitted.

An ATWAM email vote was taken on 1014-24 to approve two water mitigation bids, which both carried 4-0 in favor and 5-0 in favor.

Financial Report:

Mr. Patterson reviewed the finances for September 30th (the Balance Sheet, Income Statement, and Cash Disbursement). Total Cash was \$238,429.90, with \$1,146,600.82 in Reserves. A question-and-answer period followed. Reserve funding is short by \$75k, but this is to help fund the yearly operating shortage for insurance, which is roughly \$80k.

The RBC Reserve Investment account was reviewed.

The AGED Receivables report was reviewed. The total due is \$90.7k.

The 2023 tax returns were reviewed, noting payments due and estimated tax payments for 2024.

President's Report:

The underground drainage project still has some minor items to be completed, and it was noted that the final bill could be released. Two patios had concrete work redone due to improper drainage.

Mrs. Schwarz thanked the Board members for helping with opening/closing utility room doors, and helping with resetting any tripped breakers, etc. Some no-parking fire lane lines were repainted, and they look great.

Mr. Patterson presented the **Manager's Report**.

The 2024 Project List was reviewed.

The third revision of the 2025 Budget was reviewed, noting changes to a few line items. It was still balanced with the dues increase. A motion was made to approve the amended budget, which carried 5-0 in favor. The Budget Meeting will be held on November 11th.

The monthly **Violation Compliance Inspection List** was reviewed.

Pool & Clubhouse: Nothing to report.

Towing Report: One vehicle was towed (Chevy Traverse on 9-30-24). The average cost of a tow event is \$343.00 plus a \$46/day storage fee.

Old Business:

Mr. Patterson has identified that no payments were being received from CSC Service Works for the laundry room machines. An audit has been requested, and updated contract information was reissued to verify all Association contact/payment information.

Work continues to get the Code Study application approved with PPRBD to replace some carport support posts, per the engineering plans created this year.

The water loss mitigation project for 3450 Parkmoor #B continues, and the rebuilding process (\$24k) will begin soon. A motion was made to approve the rebuild bid, which carried 4-0 with 1 abstention [JS].

The letter issued to Hammers Construction regarding the flooding event at 3525 Rebecca #A was reviewed, noting six (6) concerning observations which, in the opinion of the Board, make Hammers responsible for the mitigation, rebuilding, and owner reimbursement expenses (\$36k). Hammers responded to the letter, noting that existing grades around the Unit warrant a larger, properly engineered drainage system/solution. They will also submit this information to their insurance carrier for their review. A motion was made to transfer this matter to OCHH law firm to review and advise, which carried 4-0 with 1 abstention [SB].

New Business:

After consulting with Knott Engineering and submitting a request to Hammers Construction, they will replace two (2) concrete sections at Building 3515 due to inadequate slope away from the building.

Upon reviewing the renewal of the 2024-2025 insurance policies, there will be a \$13k finance fee for the \$400k total cost. A motion was made to approve this, which carried 5-0 in favor.

RCM emergency invoices:

Three (3) were reviewed, and all normal emergency events and no fees will be passed on to the owners.

A request was submitted by 3470 Parkmoor #D to have \$500.00 in assessment fines removed regarding replacing old/torn and missing window screens. The owner stated new windows have been on backorder and should be installed in early November. If the order and dates can be verified, it was agreed that the fines should be removed.

It was noted that the owner of 3220 Van Teylingen #A continues to harass the Manager, RowCal staff, Board members and other vendors actively working on the property. The first cease & desist letter is being ignored. It was agreed to have OCHH issue a second letter to the owner.

All utility rooms were inspected, and numerous repairs and replacements are needed for electrical, wall heaters, drywall, door knobs/locks, etc. Work will begin to complete the numerous items involving 3-4 different vendors.

Owner's Forum:

Questions and comments were taken from the floor.

6:46 PM. It was noted that the Board would go into an **Executive Session** to discuss legal matters and concerns about owner's privacy.

The meeting was reconvened.

There being no further business, the meeting was adjourned at 7:15 PM.



Derek Patterson
Property Manager