



Sierra Pointe Homeowners Association, Inc.

Board of Directors Meeting Minutes

December 4, 2023

The meeting was held at the Association's clubhouse, 3480 Parkmoor Village Drive, and called to order at 5:30 PM. Present were as follows:

John Clancy	President
Holly Schwarz	Vice President
Ken Cross	Secretary
Jocelyn Shipley	Director at Large
Derek Patterson	Property Manager

The Board of Directors, RowCal, and the members present introduced themselves.

Secretary's Report:

The October Budget meeting minutes were approved, and the November 6 and November 13 Board meeting minutes were approved as submitted.

An ATWAM email vote was taken on 11-16-23 to approve a contract for 3460 Parkmoor. The vote was 4-0 in favor.

Financial Report:

Mr. Patterson reviewed the finances for October 31st (the Balance Sheet, Income Statement, and Cash Disbursement). Total Cash was \$171,133.39, with \$1,613,630.48 in Reserves. A question-and-answer period followed.

The RBC Reserve Investment account was reviewed. A CD expiring this month will be renewed for 3 months.

The AGED Receivables report was reviewed. The total due is \$82.7k.

President's Report:

Clancy reviewed the progress/status of the Rebecca Lane sinkhole project, which is estimated at nearly \$500k. He further noted that the current reserves will fund this work. He reminded owners that the insurance renewal is over budget by nearly \$145k, so the Reserves will not likely be funded per the budget as income will be short.

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

The 2023 Project List was reviewed.

A new water heater was installed for 3475 Rebecca #C (11-25-23) over the weekend.

Mr. Patterson reviewed the status of water leaks and resulting asbestos and mold mitigation and rebuilding.

A bid was reviewed to rebuild 3475 Reb #B (drywall) from a previous water leak. A motion was made to approve the bid, which carried 4-0 in favor.

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

Towing Report: two vehicles were towed in October and November.

Old Business:

The owner of 3510 Van #B submitted a request to have two (2) assessment fines removed. The request was denied 4-0 in favor.

The owner of 3510 Parkmoor #G submitted a request to be reimbursed for a towing fee from August. The owner was present. A question-and-answer period followed. A motion was made to pay one-half of the tow fees (\$209.50), which carried 4-0 in favor.

RCM emergency fees were reviewed.

Invoice 43715 (10-19-23): the fee will be posted to the owner's account [3485 Reb #M];
Invoice 43716 (10-19-23): the fee will be posted to the owner's account [3240 Van #F];
Invoice 43717 (10-19-23): the fee will be posted to the owner's account [3510 Park #A];
Invoice 46710 (11-30-23): The HOA will pay the fee [3515 Reb #E];
Invoice 46314 (11-27-23): The HOA will pay the fee [3475 Reb #B].

New Business:

The owner of 3150 Van #G submitted a request to have a \$50.00 admin fee removed. Details were reviewed, and the owner was present. A motion was made to remove the fee, which carried 4-0 in favor.

The owner of 3220 Van #J submitted a request to have \$150.00 in admin fees removed. Details were reviewed. A motion was made to remove the fees, which carried 4-0 in favor.

The owner of 3150 Van #G submitted a request to have a \$50.00 admin removed. Details were reviewed, and the owner was present. A motion was made to remove the fee, which carried 4-0 in favor.

The owner of 3220 Van #J submitted a request to have \$150.00 in admin fees removed. Details were reviewed. A motion was made to remove the fees, which carried 4-0 in favor.

The owner of 3240 Van #F submitted a request to have \$100.00 in admin fees removed. Details were reviewed, and the owner was present. A motion was made to remove the fees, which carried 4-0 in favor.

The owner of 3510 Park #C submitted a request to have \$114.35 in fees removed and an extension request of 60 days. Details were reviewed. A motion was made to remove the fees if compliance is met within the timeline, which carried 4-0 in favor.

The owner of 3210 Van #F was present to discuss a water event from this summer's flood event. The owner was directed to file an insurance claim with their provider.

The owner of 3150 Van #C submitted a request to have \$100.00 in admin fees removed. Details were reviewed, and the owner was present. A motion was made to remove one \$50.00 fee, which carried 4-0 in favor.

A bid to perform the fall-winter gutter cleaning service was reviewed. A motion was made to approve the bid, which carried 4-0 in favor.

The owner of 3535 Reb #B submitted a request stating that their furnace did not cause the internal water loss and believed it was the outside irrigation and cracks in the floor. Discussion followed. This request was put on hold pending further documentation and review. It was noted that the owner can fill any cracks in the floor.

The owner of 3475 Reb #L submitted a request to have a \$50.00 admin fee removed. Details were reviewed. A motion was made to remove the fee, which carried 4-0 in favor.

The Association had a vendor inspect the sewer and water lines for Building 3435 Rebecca for a report of a possible cracked or blocked line or other water leak. No discrepancies were found.

The owner of 3140 Van #E submitted documentation regarding a sewer backup event and the resulting mitigation and restoration fees.

A bid to make repairs from the recent fire hydrants and fire extinguishers inspection was reviewed. A motion was made to approve the contract, which carried 4-0 in favor.

There was discussion on the upcoming Annual Meeting, and two terms are expiring, with one term vacated. Nominations will be sought for three volunteers.

Owner's Forum:

Questions and comments were taken from the floor.

The owner of 3120 Van #H was present to discuss a concern with a neighbor and loud noises. The Association will invite the neighbor to the February Board meeting to discuss a resolution.

7:35 PM. It was noted the Board will go into **Executive Session** to discuss legal matters for 3465 Reb #B, 3435 Reb #A, 3240 Van #A, and 3485 Reb #G.

The meeting was reconvened. The owners of 3465 Reb #B will submit more documentation regarding asbestos testing to support a reimbursement request of \$5,942.78.

It was agreed to hold a Hearing for 3435 Reb #A regarding repetitious pet violations (to consider the removal of the pet from the community). Notice will be issued by OCRH law firm.

The fees for the legal matters initiated by 3240 Van #J were reviewed.

The owner of 3485 Reb #G asked for more time regarding repetitious violations as the tenants are not responsive, and eviction actions are underway.

It was noted that the three wooden ground-level decks can't be rebuilt as the current Code does not allow it; the only option is to remove them and install a new concrete patio (3470 Park #B and #C and 3460 Park #F). This project will be put on the Top 10 List.

The next meeting will be the Annual Meeting on January 22, 2024.

There being no further business, the meeting was adjourned at 8:17 PM.



Derek Patterson
Property Manager