



Sierra Pointe Homeowners Association, Inc.

Board of Directors Meeting Minutes

February 24th, 2025

The meeting was held by telecommunications (Zoom) and called to order at 5:34 PM. Present were as follows:

Holly Schwarz	President
Ken Cross	Vice President
Becky Gaerlan	Secretary
Hayden Jones	Treasurer
Nancy Middleton	Director at Large
Derek Patterson	Property Manager

Secretary's Report:

The January 27th Board meeting minutes were approved as submitted.

An ATWAM email vote was taken on 12-17-24 to approve new parking bollards on Rebecca, which carried 5-0 in favor.

An ATWAM email vote was taken on 12-19-24 to approve a concrete bid, which carried 5-0 in favor.

An ATWAM email vote was taken on 1-19-25 to approve a backflow repair/restoration bid, which carried 5-0 in favor.

An ATWAM email vote was taken on 1-23-25 to approve a utility room rejuvenation bid per building, which carried 5-0 in favor.

An ATWAM email vote was taken on 2-12-25 to approve a patio wall bid, which carried 5-0 in favor.

Financial Report:

Mr. Patterson reviewed the finances for January 31st (the Balance Sheet, Income Statement, and Cash Disbursement). A question-and-answer period followed.

The RBC Reserve Investment account was reviewed.

The AGED Receivables report was reviewed. The total due is \$68.5k.

The 2023 Audit was reviewed, noting no discrepancies or amendments.

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

The 2025-2026 Project List was reviewed.

The PPRBD Roofing and Water Heater replacement spreadsheet was reviewed. Seven (7) heaters are reaching their useful life expectancy.

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

Pool & Clubhouse: Nothing to report.

Towing Report: The average cost of a tow event is \$343.00 plus a \$46/day storage fee.

Old Business:

Two (2) new Knox Locks were ordered, and one will be installed at the end of Rebecca Lane; the other will be kept as a spare.

Feedback from the gym use survey was reviewed. A question-and-answer period followed. A bid for a new pulley/floor weight unit and a treadmill was considered, including delivery. A motion was made to approve the bid, which carried 3-1 in favor. It was further agreed to add a new camera for the gym and remove the old equipment. A wall mount a/c unit will be investigated.

Mr. Hayden joined the meeting.

Mr. Patterson is still working with CSC on the laundry room fees and repairs, noting that they stated a check was being issued, but no further details can be found. Other vendors will be sought when this contract renews in December.

New Business:

An owner submitted a request for the Board to consider some parking registration and/or stickers and options for identifying guest vehicles. It was agreed to issue a future community survey to obtain feedback.

Mr. Patterson contacted all owners with the Santa Fe "upper balcony" with a flat roof to determine if any have some form of protective floor covering. None were found, and the vinyl and EPDM products should be covered to protect them from punctures. Mr. Patterson will investigate pricing for a pad large enough to support a table and four (4) chairs. There are twenty (20) balconies to review.

Gutter cleaning bids were reviewed for the spring and fall events which are already funded in the budget. After a discussion, a motion was made to approve them as submitted, which carried 5-0 in favor.

The yearly Tree & Plant Health Care bids were reviewed, which are funded in the budget. After a discussion, a motion was made to approve them as submitted, which carried 5-0 in favor.

The owners of Units 3435 Reb. #E and 3220 Van #A had requests that were moved to the Executive Session due to privacy concerns.

RCM emergency invoices:

One (1) was reviewed for 3475 Reb. #B ... noting the 2-14-25 emergency was due to a dog whining/whelping like something is wrong. The owner of Unit #C was present and addressed why her dog was making the noise. A discussion followed. A motion was made to pass on the \$95.00 fee to Unit #B as this was not an emergency as defined in the procedures when calling the CareTeam, which carried 5-0 in favor.

Owner's Forum:

Questions and comments were taken from the floor.

Hearing(s):

The owner of 3445 Reb. #H requested that \$600.00 in assessment fines and \$140.00 in admin fees be removed. Details surrounding the request were reviewed. A motion was made to approve only the \$600.00 fine request, which carried 5-0 in favor.

The owner of 3445 Reb. #B was present to discuss past trash storage violations, with a new report of trash bags being left outside in the Common Area (the back patio). It was also noted that people were seen entering/exiting the home wearing environmental-type protective clothing, which was unknown why. The owner was asked to inspect the home and notify the residents of the trash violations.

The owner of 3475 Reb. #C submitted a request to have a \$200.00 assessment fine removed. Details surrounding the request were reviewed. A motion was made to approve the request, which carried 5-0 in favor. It was also asked if their corrective actions were enough to cure the patio storage violation. Photos were reviewed. It was noted that all flowerpots need to be cleaned up, the dead material removed, and the overall patio cleaned up.

ACC Request(s):

The owner of 3435 Reb. #A submitted a request to install two versions of a plastic privacy screen for the patio area. Photos were reviewed, noting that the units were 5'-6" tall but 10' wide. It was noted that the current pre-approved items are in white only and much smaller in size/width. The request was denied.

7:52 PM. It was noted that the Board would go into an **Executive Session** to discuss legal matters, the management contract, and concerns about the owner's privacy.

An owner on Rebecca submitted a second demand from their attorney, which was responded to by the Association's attorney (1-13-25), essentially reiterating the same information that was previously issued. The owner's attorney responded (1-29-25), noting they no longer represent the owner, and no further action was taken.

The Association's attorney issued a notice and demand to Hammers Construction, Inc. regarding a recent water loss/damage event at Building 3525, dated 2-18-25. The vendor has 30 days to respond and another 30 days to reply with an offer of settlement. April 18th, 2025 will be the final deadline for OCHH to monitor.

The meeting was reconvened to decide on any Executive Session items and to review new items not on the agenda that Mr. Patterson received after the packet was completed.

The owner of 3220 Van #A submitted a request to remove \$500.00 in fines resulting from violations from November 2023 to early 2024. Details were reviewed. An amended amount was stated of \$566.00, adding interest at 8%. During the discussion, the owner became belligerent, stating he wanted a third party to review his request, then began using profanity and was warned to stop. He did not, resulting in him being administratively muted and removed from the meeting. The request was not reviewed, nor was any further action taken.

A rebuild bid from ARK Restoration Services, Inc., relating to a water entry event, was reviewed for a home on Van Teylingen Drive. The initial mitigation work has been completed. After a discussion, a motion was made to approve the bid which carried 5-0 in favor.

There was a discussion on the monthly violation inspections, as the person from RowCal who performed this process is no longer with them. Mr. Patterson noted he would handle all issuing, compliance, curing, closing, etc., but the inspection component is challenging. A third-party vendor will be investigated only to perform inspections and report that to Mr. Patterson.

It was noted that two (2) homes received a notice for having metal shelving units on the patio area; upon further investigation, it is not a violation of the Rules. All fees associated with the notices and/or fines will be rescinded.

It was further noted that the utility room rejuvenation project is close to being completed (this is the insulation and drywall work) as the other work is completed, but some of the larger laundry rooms are still in progress; the fee for each laundry room is \$3,750.00.

The owner of 3450 Park. #C requested power from the utility room to facilitate the installation of an internal washer and dryer unit. Details of the request were reviewed. A motion was made to deny the request, which carried 5-0 in favor.

There being no further business, the meeting was adjourned at 8:27 PM.



Derek Patterson
Property Manager