



# *Sierra Pointe Homeowners Association, Inc.*

## **Board of Directors Meeting Minutes**

**March 25, 2024**

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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:

Holly Schwarz	(by phone) President
Ken Cross	Vice President
Becky Gaerlan	Secretary
Jocelyn Shipley	Treasurer
Derek Patterson	Property Manager

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

### **Hearing(s):**

None.

### **Secretary's Report:**

The February Board meeting minutes were approved as submitted.

### **Financial Report:**

Mr. Patterson and Ms. Shipley reviewed the finances for February 29<sup>th</sup> (the Balance Sheet, Income Statement, and Cash Disbursement). Total Cash was \$292,382.28, with \$1,421,663.36 in Reserves. It was reiterated that the Reserve Deferred Maintenance line item of \$65k was reallocated to the Insurance line item, and two months of reserve funding were not transferred to help fund the increase over the budget for insurance. A question-and-answer period followed.

The RBC Reserve Investment account was reviewed. Update: the two CDs expiring in March will be renewed for six- and nine-month terms.

The AGED Receivables report was reviewed. The total due is \$84k. An offer was submitted to buy out the HOA's lien position for a home in Foreclosure; the offer was accepted at \$27,865.27.

### **President's Report:**

Mrs. Schwarz updated the Board on the CSU high-voltage electric line replacement project, which should be completed in two to three weeks.

There was a change order for the underground drainage work (moving Manhole #1), which should not involve any extra fees.

A second change order was submitted, noting excessive mud/water below the existing pipe, which needs to be removed and replaced with riprap for roughly \$14.5k. It was agreed to proceed with Option 1.

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

The 2024 Project List was reviewed.

Five (5) water heaters are over 11 years old and will be considered for replacement before failure later this year (depending on funding availability).

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

**Towing Report:** no vehicles were towed.

### **Old Business:**

Mr. Patterson reviewed new specifications created by RMG Engineering for replacing carport support posts. This plan can be used anytime in the future.

A bid was reviewed to repair the stucco surfaces on the patios for Building 3515, which will seal up the area where the patio walls are connected to the wall. After discussion, a motion was made to approve the bid for \$3k, which carried 4-0 in favor. There was a discussion on possibly installing new black ornamental fencing to replace the removed stucco patio walls.

### **New Business:**

Mr. Patterson reviewed a new draft policy for adopting policies, procedures, rules, regulations, or guidelines (state-mandated policy). After the discussion, a motion was made to approve the policy, which carried 4-0 in favor.

A bid was reviewed to address numerous electrical issues in the laundry room of Building 3210. After discussion, a motion was made to approve the bid (\$2.3k), which carried 4-0 in favor.

The owners of 3460 Park #E submitted a request to consider reimbursement for a sewer line cleanout (noting the blockage was found 70' in the main line, not the service line). Discussion followed. A motion was made to remove the reimbursement of \$483.15, which carried 4-0 in favor.

The Board reviewed a volunteer application to fill the vacated board position. Discussion followed. A motion was made to appoint Sandra Boley, which carried 4-0 in favor. It was noted that the Board member term staggering will be 3 positions expiring in 2025 and 2 positions expiring in 2026 (there is an error in the original Bylaws, confirmed with legal counsel); this is how the staggering has to be to comply with 2-year terms.

The spring gutter cleaning contract was reviewed, and there was no change in price.

Four (4) residents submitted feedback on the swimming pool from the article in the newsletter. A second notice will be issued for more input.

RCM emergency fees were reviewed.

Invoice 50286 (2-22-24): the Association will pay the fee [3475 R#D].

### **Owner's Forum:**

Questions and comments were taken from the floor.

6:52 PM.

It was noted that the Board would go into an **Executive Session** to discuss legal matters and concerns about privacy for numerous owners. Ms. Boley joined the Board for the last portion of the meeting.

The meeting was reconvened.

Upon receiving payment verification and a settlement agreement, a motion was made to reimburse the owner of 3465 Rebecca #B fees associated with an asbestos mitigation issue from last year. The motion carried 5-0 in favor.

The owner of 3535 Rebecca #B inquired if the HOA would file a claim on the master policy for a water loss event (last summer). More information is needed before a decision can be made.

The HOA had different vendors perform a video inspection of the sewer line at 3465 Rebecca for units B and C; one vendor noted no breaks or cracks found, just a small belly around 15 to 25 feet out. A second vendor noted there were no breaks in the pipe; it was just an offset (where two pipes of different sizes meet). A legal opinion will be sought to provide a reply to 3465 Rebecca # C's attorney.

Two vehicles were relocated for the underground drainage project on Rebecca (after receiving emailed and physical notices). A motion was made to pass the \$75.00 towing fee to the 3535 Rebecca #A and 3525 Rebecca #F owners.

There being no further business, the meeting was adjourned at 7:54 PM.



Derek Patterson  
Property Manager