



# *Sierra Pointe Homeowners Association, Inc.*

## Board of Directors Meeting Minutes

August 26<sup>th</sup>, 2024

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The meeting was held at the Association's clubhouse, 3480 Parkmoor Village Drive, and called to order at 5:36 PM. Present were as follows:

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

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

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

None.

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

The July Board meeting minutes were approved as submitted.

An ATWAM email vote was approved for a contract at 3140 V, 4-0 IF, with 1 abstention.

An ATWAM email vote was approved for a contract at 3140-50 V, 5-0 IF.

An ATWAM email vote was approved for a contract at 3210 V, 5-0 IF.

An ATWAM email vote was approved for a contract at 3130 V, 5-0 IF.

An ATWAM email vote was approved for a contract at 3425 R, 5-0 IF.

### **Financial Report:**

Mr. Patterson reviewed the finances for July 31<sup>st</sup> (the Balance Sheet, Income Statement, and Cash Disbursement). Total Cash was \$243,260.02, with \$1,212,677.76 in Reserves. A question-and-answer period followed. Reserve funding is short by \$75k, but this is on purpose 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 \$81k.

## **President's Report:**

Mrs. Schwarz updated the Board on the construction work for the underground drainage project and a new flooding event at 3525 R #A (currently in talks with Hammers as it's believed they could have prevented it). Initial rebuild bids are roughly \$31k.

Progress was noted for numerous other projects.

It was noted that Goodspeed will be issued a termination notice shortly, ending their contract on October 1, 2024.

There was a discussion on the proposed new black ornamental fencing for the patios where the stucco walls had to be removed to facilitate the underground drainage project. More work will be done to investigate the fence material.

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

The 2024 Project List was reviewed.

The monthly **Violation Compliance Inspection List** was reviewed (23 notices).

**Pool & Clubhouse:** The pool will be closed after Labor Day.

**Towing Report:** One (1) vehicle was towed. The average cost of a tow event is \$343.00 plus a \$46/day storage fee.

### **Old Business:**

An updated second bid for performing wildfire mitigation work in the northwest corner of the property was reviewed, noting trees to be removed. After a discussion, a motion was made to approve both bids (\$3.7k), which carried 4-0 in favor.

### **New Business:**

The fall gutter cleaning/inspection bid was approved, 4-0 in favor.

The clubhouse air condenser wall/storage area is in disrepair, but it was agreed that it should not be repaired now.

The payment schedule for the drainage project with Hammers was reviewed, noting payment #7 has been made.

The owner of 3510 #B submitted a request to have a \$20.00 administrative fee removed. The request was denied, as this is a hard cost to the HOA.

The owner of 3210 #E submitted a request to have a \$50.00 administration fee from 2023 removed. A discussion followed. A motion was made to reduce the fee to \$20.00, which carried 4-0 in favor.

The owner of 3220 #B submitted a request to have a \$300.00 assessment fine removed. A discussion followed. A motion was made to deny the request, which carried 4-0 in favor.

The owner of 3525 #C submitted a request to move their assigned parking space to an open space. A motion was made to deny the request, which carried 4-0 in favor. The owner may swap assigned spaces with another owner's assigned space, but the HOA must be notified to update the parking map.

The owner of 3440 #P submitted a request to have a \$300.00 assessment fine removed. A discussion followed, and documentation was reviewed. A motion was made to deny the request, which carried 4-0 in favor.

Mr. Patterson reviewed the first draft of the 2025 Budget, which required a 10% dues increase to balance the budget. Numerous line items were discussed, and input was taken.

**RCM emergency invoices:**

An invoice #057918 for 3465 R #G was reviewed. The HOA will pay for this.

**Owner's Forum:**

Questions and comments were taken from the floor.

6:40 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.

A request for a new deck for Unit 3530 P #C was discussed, and it was noted that these decks are not an HOA asset, if the flat roof has not been replaced. If the roof is replaced, a deck is not allowed on top of the roof.

For Unit 3535 Reb. #B, the owner updated the project, noting that she wished to use the original contractor, which is higher than the bid obtained by the HOA. It was agreed that if she wants to use them, she must pay the difference from the HOA's vendor (roughly \$6k).

There being no further business, the meeting was adjourned at 6:48 PM.



Derek Patterson  
Property Manager