



Sierra Pointe Homeowners Association, Inc.

Board of Directors Meeting Minutes

August 25th, 2025

The meeting was held at the clubhouse and called to order at 5:40 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 July Board meeting minutes were approved as submitted.

An ATWAM email vote was taken on 7-17-25 to approve a stucco bid for 3260 #B, which carried 5-0 in favor.

An ATWAM email vote was taken on 7-31-25 to approve a dues payment plan, which carried 5-0 in favor.

An ATWAM email vote was taken on 8-7-25 to approve a bid for new a/c units at the clubhouse, which carried 5-0 in favor.

An ATWAM email vote was taken on 8-12-25 to approve a sewer rebuild bid at 3130 #F, which carried 5-0 in favor. ** This was later rescinded for any HOA work.

An ATWAM email vote was taken on 8-19-25 to approve a concrete retaining wall and steps bid for 3510 Parkmoor, which carried 5-0 in favor.

Financial Report:

Mr. Patterson reviewed the finances for July 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 \$95k.

The IRS noted we have roughly \$6.8k in tax credit payments on our account, which will be used for future tax payments.

President's Report:

Mrs. Schwarz reviewed different projects being worked on. They include the retaining wall at 3510 P (new handrails, steps, etc.), other sidewalk replacements, the deck/patio project at 3415 R, and a possible new railroad tie retaining wall at 3425 R, which will be reviewed.

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

The 2025-2026 Project List was reviewed.

The water heater replacement list was reviewed.

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

Pool & Clubhouse:

The pool will be closed after September 2nd.

Towing Report:

The average cost of a tow event is \$343.00, plus a \$46 daily storage fee.

Old Business:

The bid submitted for installing new landscaping near 3535 R (concrete basketball court area) was discussed, and a new installation design plan was reviewed. This project was kept on hold pending another bid being sought.

The 2026 Lawn contract was reviewed, noting no increase. After a discussion, a motion was made to approve the contract, which carried 5-0 in favor.

The 2026 Snow Removal contract was reviewed. After a discussion, a motion was made to approve the contract, which carried 5-0 in favor.

A bid from Mavenex to install three (3) new cameras and a wireless antenna system was reviewed. After a discussion, a motion was made to approve the bid, which carried 5-0 in favor. A 50% deposit is required.

Ms. Gaerlan is working with Mavenex on other problems and issues with the current camera system, possible new license plate reading cameras, a new building camera for 3150 V, software help, etc.

New Business:

The draft 2026 Budget was reviewed, with each line item being discussed. After a discussion, a motion was made to approve the budget, which carried 5-0 in favor (for the October Budget meeting).

The fall gutter cleaning bid from All Year Gutters was put on hold pending obtaining other bids.

Mr. Cross discussed continued problems with parking in the Parkmoor Village two (2) lots, and the lack of available open or unassigned spaces, and reports of some units having up to five (5) vehicles. A permit, decal, or rear-view mirror hanging tag system was discussed. It was agreed to obtain a bid from the attorney for developing a permit-type system (rule guidance).

RCM emergency invoices:

None.

Owner's Forum:

Questions and comments were taken from the floor.

It was noted upon further investigation that there was no actual sewer pipe separation or joint issue found for the sewer line exiting 3130 V #F. The line from the unit out to the main was inspected and found to be in good condition.

The initial HOA reimbursement to the owner will be reversed and billed back. The owner was instructed to contact the owner above them to submit all work and restoration expenses which would be shared equally between the two (2) homes.

The owner of 3460 P #E submitted a request to have all late fees and late interest for 2025 waived, as the owner's payment setup was for the 20th of each month, versus the 1st. After a discussion, a motion was made to deny the request, which carried 5-0 in favor.

There being no further business, the meeting was adjourned at 7:05 PM.



Derek Patterson
Property Manager