



# *Sierra Pointe Homeowners Association, Inc.*

## **Board of Directors Meeting Minutes**

**September 25, 2023**

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The meeting was held at the Association's clubhouse, 3480 Parkmoor Village Drive, and called to order at 5:45 PM. Present were as follows:

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

The Board of Directors, RowCal, and the members present introduced themselves. It was noted that Mr. Cho submitted his resignation, which was accepted.

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

The August Board meeting minutes were approved as submitted.

An ATWAM email vote was taken on 9-14-23 to approve a contract for 3430 Parkmoor. The vote was 5-0 in favor.

### **Financial Report:**

Mr. Patterson reviewed the finances for August 31<sup>st</sup> (the Balance Sheet, Income Statement, and Cash Disbursement). Total Cash was \$267,344.50, with \$1,683,605.73 in Reserves. A question-and-answer period followed.

The RBC Reserve Investment account was reviewed. A CD expiring next month will be renewed for six months, and the December and January CDs will be renewed with new 3-month CDs.

The AGED Receivables report was reviewed (5 homes are in active legal collections, 2 are on payment plans, 5 are close to entering the collection process, and 1 home has pending Foreclosure action). The total due is \$104k.

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

Mrs. Schwarz provided updates on the rear-mounted address decals, the upcoming inspection with the Fire Department, and new findings for water entry at 3140 Van.

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

The 2024 draft Budget was reviewed, with the Board considering an increase of up to 10% without a vote of the members. Numerous line items were discussed with a question-and-answer period. The Utility portion of the Assessment will remain the same, but the Dues portion will require an increase of 10%. After discussion, a motion was made to increase dues by 10%, which carried 2-0 in favor.

The 2023 Project List was reviewed.

It was noted that the primary large-scale project is the underground drain replacement on Rebecca.

Mr. Patterson was authorized to spend up to \$13k to install a new water heater for Building 3515 Rebecca (original in 2005), and a bid is being sought for 3120 Van Teylingen (original 2009).

Mr. Patterson reviewed the status of the homes with water leaks and resulting asbestos and mold mitigation and rebuilding. Ten homes have been completed, and one remains in progress.

Mr. Patterson reviewed the status of the flood event and reports of water intrusion through various possible sources (4 believed to be roof leaks, 10 believed to have ground entry, and 4 with gutter issues).

The monthly **Violation Inspection List** was reviewed, noting 21 Units were imposed a \$200.00 assessment fine for non-compliance by the set deadline.

**Towing Report:** one vehicle was towed in September.

### **Old Business:**

The owner of 3510 Parkmoor #G inquired about a recent towing event. Details from Midnight Towing were reviewed, and the Ford Explorer was towed for being inoperable (8-3-23). Upon retrieving the vehicle, it would not start. It was agreed the towing was proper.

The engineering report for the underground drain replacement project is completed and came in under budget. Bids are being sought, and Knott will assist the Board in choosing a contractor and ensuring the project is completed per the specifications.

The owner of 3435 Rebecca #C has responded to the Association's request to contact the neighbor below to coordinate restoration work resulting from the flood event in her home.

## **New Business:**

A bid to service the fire hydrants and fire extinguishers was reviewed. A motion was made to approve the bid, which carried 2-0 in favor.

The owner of 3210 Van #B submitted a request stating the carport should be replaced (one of the U-Haul incidents). It was noted that new assigned parking space signs are being installed soon.

## **Owner's Forum:**

Questions and comments were taken from the floor.

The owner of Unit 3435 Reb #B inquired about assistance in contacting the owner above regarding a previous water leak/flood event, and no repair work has been conducted. The owner above will be contacted.

6:53 PM. It was noted the Board will go into **Executive Session** to discuss a legal matter for 3465 Rebecca #C and a response letter from 3240 Van #A.

The meeting was reconvened, and it was agreed to reach out to the owner's insurance provider to obtain all documents related to the loss to determine the next course of action.

It was noted that the owners of 3240 Van #A were provided a hearing for the June loud noise matter and failed to attend the meeting. The complainant's information was verified at that meeting to confirm the violation.

It was noted the Budget Meeting will be moved to October 30<sup>th</sup>.

There being no further business, the meeting was adjourned at 7:01 PM.



Derek Patterson  
Property Manager