

Sierra Pointe Homeowners Association, Inc.
Board of Directors Meeting
Monday, January 24, 2022

The Board of Directors meeting of the Sierra Pointe Homeowners Association was held at the Warren Management Group offices and via Zoom Meeting. The meeting was called to order at 3:06 p.m. by John Clancy. Directors Kenneth Cross, Orlando Rodriguez, John Clancy, and Rebecca Allen were present. Quorum was established. Heather Smith and Ashley Carmona of Warren Management Group, Inc. were also present. Ashley Carmona served as the recording secretary.

Board Vacancy:

- a. John Clancy announced that Roberta Dorry resigned from the Board of Directors leaving a vacancy expiring in January 2023. The Board agrees to table any discussion regarding appointment of a new Director until the election has concluded.
- b. A **motion** was made by John Clancy and seconded by Rebecca Allen to appoint Kenneth Cross to serve as both Treasurer and Secretary until the election is completed and the new Board reestablishes positions. Motion carried.

Secretary's Report:

- a. A **motion** was made by Kenneth Cross and seconded by Rebecca Allen to approve the Board of Directors meeting minutes from December 13, 2021 as presented. Motion carried.
- b. A **motion** was made by Rebecca Allen and seconded by Kenneth Cross to approve the Board of Directors meeting minutes from January 3, 2022 as presented. Motion carried.
- c. A **motion** was made by Rebecca Allen and seconded by Orlando Rodriguez to approve the Special Budget Meeting of the Membership meeting minutes from November 18, 2021 as presented. Motion carried.

Committee Report:

- a. A **motion** was made by Orlando Rodriguez and seconded by Kenneth Cross to accept the 2021 Nominating Committee meeting minutes and report as submitted. Motion carried.

Treasurer's Report:

- a. The November 30, 2021 Financial Statement was reviewed.
- b. The Collection Status Report was provided.
- c. The Current Aged Owner's Report was provided.
- d. A **motion** was made by Orlando Rodriguez and seconded by Rebecca Allen to approve referral of four (4) delinquent accounts to the attorney for further collection of unpaid assessments and other applicable fees. Motion carried.

Manager's Report: The Managers Report was provided.

Business:

- a. Fee Removal Request – A **motion** was made by Orlando Rodriguez to reduce the previously levied assessment for damage to the carport from \$3,848.95 to \$1,000.00; the motion did not receive a second and was not carried. A **motion** was made by Orlando Rodriguez and seconded by Kenneth Cross to reduce the previously levied assessment for damage to the carport from \$3,848.95 to \$1,500.00. Motion carried.
- b. Architectural Application – A **motion** was made by Orlando Rodriguez and seconded by Rebecca Allen to approve the architectural application from 3140-N Van Teylingen Drive to repaint the concrete patio using a standard grey coloring. Motion carried.
- c. Architectural Application – A motion was made by Rebecca Allen and seconded by Orlando Rodriguez to deny the architectural application from 3240-D Van Teylingen Drive for installation of a gazebo on the rooftop Santa Fe Deck. Motion carried.

- d. 2022 Spring/Fall Gutter Cleaning – A **motion** was made by Rebecca Allen and seconded by Orlando Rodriguez to approve the 2022 spring and fall gutter cleaning proposal from All Year Gutters for a total cost of \$8,640.00. Motion carried.
- e. Drywall Repairs – A **motion** was made by John Clancy and seconded by Rebecca Allen to authorize Management spending authority of up to \$1,000 per occurrence for interior repairs of dated leak damage without the Board's need to review a proposal. Motion carried.
- f. Carport Renovations and Painting Invoice Discussion – A **motion** was made by Rebecca Allen and seconded by Kenneth Cross to approve the additional expenses from Caya's for painting of the carports in the amount of \$1,896.51. Motion carried.
- g. Lighting Repair and Replacements – A **motion** was made by Orlando Rodriguez to deny the proposal from Valley Electric to add additional lighting between building 3130 and 314C, the motion did not receive a second and was not carried. A **motion** was made by Rebecca Allen to approve the proposal from Valley Electric to add additional lighting between buildings 3130 and 3140; the motion did not receive a second and was rescinded by Rebecca Allen. A **motion** was made by Rebecca Allen and seconded by Orlando Rodriguez to approve the proposal from All Star Electric to install four (4) new lights for a total cost of \$542.00. Motion carried.
- h. Interior Repair Proposal – Tabled.
- i. Annual Roof Inspection Proposal – A **motion** was made by Orlando Rodriguez and seconded by Rebecca Allen to approve Gardner Roofing to conduct a full inspection of all roofs for a total cost of \$800.00. Motion carried.
- j. Annual Furnace and Water Heater Inspection Report – Tabled.
- k. Rebecca Lane Bridge Replacement Proposals – Tabled.
- l. Board Meeting Action Items – Management is instructed to repaint the fire lane and no parking area striping on Rebecca Lane prior to the next Board Meeting.

Actions Without Meeting:

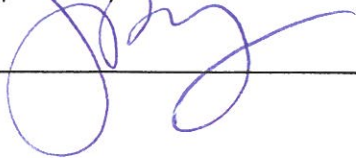
Homeowner Forum: David Lee, Andrew Drobny, Wyoma Barrett, Clifford Hu, Linda Schaefer, Holly Schwarz, Scott Reinmuth, and Ramon Torres were present to address the Board.

Executive Session:

Adjournment:

With no further business to come before the Board, the meeting was adjourned the meeting at 5:18 p.m. The next Board of Directors meeting is scheduled for February 28, 2022.

Approved by:



Approval verified by:

