



Sierra Pointe Homeowners Association, Inc.

Board of Directors Meeting Minutes

December 12th, 2022

The meeting was held at the Association's clubhouse, 3480 Parkmoor Village Drive, and called to order at 5:33 PM. Present were as follows:

	Holly Schwarz	Vice President
	Ken Cross	Secretary/Treasurer
	Patricia Guerin	Director at Large
	Derek Patterson	Property Manager
Excused Absence:	John Clancy	President

Hearings:

None.

Secretary's Report:

The previous month's Board meeting minutes were approved as submitted.

There were four (4) Action Taken Without a Meeting email votes in November and December, all which passed 4-0 in favor (Asbestos mitigation x2 bids on 11-17, Hearings List #1 on 11-17, gray water cleanup at 3440 Parkmoor crawlspace on 12-2 and Hearings List #2 on 12-5).

Financial Report:

Mr. Cross and Mr. Patterson presented the finance report for November 30th (the Balance Sheet, Income Statement and Cash Disbursement). Total assets were \$1,718,213.95, with \$1,098,655.38 in Reserves. A question-and-answer period followed.

The RBC Reserve Investment spreadsheet was reviewed. The CD #1 renewed for one year at 4.75%, up from 3.45%.

The AGED Receivables report was reviewed. The renewal for collection work for 2023 from OCH&H was reviewed, and a motion was made to renew for another year which carried 3-0 in favor.

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

The 2022-2023 Project List was reviewed.

It was noted it's been very difficult to find a vendor who can make a custom-height sliding patio door for 3450 Parkmoor #C. A sixth vendor was recently asked to submit a bid, and the owner agreed to convert to a French door if that helps finish the project. Mr. Patterson was given pre-approval authorization to approve a bid to install a new door.

Mr. Patterson has been working with LVW Electronics to get all 16 cameras up and running. The initial new cabling project has been completed, but two cameras are still offline. It is believed to be a software issue, and it was noted that the camera computer is on Windows 8.1 and needs to be replaced. Mr. Patterson was authorized to buy a new all-in-one computer, estimated to cost around \$600.00.

Mr. Patterson reviewed a list of current asbestos and mold mitigation work at seven (7) different locations. Most are close to having the mitigation work completed but then will need the rebuilding work completed. Three (3) initial rebuild bids were reviewed, but others are being sought. A motion was made to approve up to \$15k for all rebuilding work, which carried 3-0 in favor, and Mr. Patterson can choose the best vendor/price.

There has been one (1) Colorado Springs Police Department Extra Duty patrol conducted in November. Hopefully, more volunteers will sign up.

Mr. Patterson briefed the Board on the current insurance claim for 3150 Van Teylingen #F "carport accident." The insurance carrier for U-Haul is RepWest, and they have issued an initial check for \$10,279.83. A bid was reviewed for soil testing/engineering to create the specifications for the two new carports. A motion was made to approve the bid, which carried 3-0 in favor.

Mr. Patterson briefed the Board on the current insurance claim for 3485 Rebecca #E, "carport accident." The insurance carrier for the owner, Geico, stated there was no coverage for the carport, so they are closing the claim. Mr. Patterson notified the owner, who is contacting U-Haul's carrier RepWest. A bid was reviewed for soil testing/engineering to create the specifications for the new carport. A motion was made to approve the bid, which carried 3-0 in favor.

It was noted that the new door for the crawlspace entry at Building 3415 has a unique key; 7 copies are being obtained.

The draft Reserve Expense Projection spreadsheet detailing project that would be completed over five years, emphasizing the rejuvenation of the buildings and landscaping for numerous buildings each year, was reviewed. Work will continue to fine-tune and organize this list.

The Inspection List (4 pages) was reviewed, and it was noted that two separate lists have now been combined, so the first week of January check will be all together and have one compliance date.

Old Business:

A bid from Knott Engineering was reviewed to design a repair specification for the crawlspace of Building 3415 under Unit A. A motion was made to approve the bid, which carried 3-0 in favor.

New Business:

The owner of 3455 Rebecca #C requested a \$100.00 assessment fine removed, stating the notification letter sent to her was more than three weeks after the date the tenant moved out. Hence, she was not able to obtain any funds from the resident. Discussion followed. A motion was made to deny the request, and the original fine will stand as posted, which carried 3-0 in favor.

Mr. Patterson noted that another carport is leaning and may need work completed. It was agreed to have the engineering firm who is working on the carport accident, to have them provide a bid for a repair/rebuild plan for existing carport structures.

It was noted that the post office delayed mailing the Board member volunteer form for this year's Annual Meeting. The form will be issued by email to all owners.

Mr. Patterson reviewed the draft notice documents for the Annual Meeting. It will go out in early January.

The owner of 3435 Rebecca #C submitted a reimbursement request for lodging/food while being displaced for asbestos mitigation work. The request was approved.

Owner's Forum:

Questions and comments were taken from the floor.

There being no further business, the meeting was adjourned at 7:13 PM.



Derek Patterson
Property Manager