



Sierra Pointe Homeowners Association, Inc.

Board of Directors Meeting Minutes

June 27, 2022

The meeting was held at the Association's clubhouse, 3480 Parkmoor Village Drive, and called to order at 5:30 PM.

Present were as follows:

	Holly Schwarz	Vice President
By telephone:	Ken Cross	Secretary
	Orlando Rodriguez	Treasurer
	Derek Patterson	Property Manager
Excused Absence:	John Clancy	President
Absent:	Patricia Guerin	Director at Large

Hearings:

A hearing was called for 3445 Rebecca Unit F, considering a possible \$100.00 assessment fine and other enforcement actions for failing to property remove trash (left at the enclosure). The owner did not respond and was not present. Discussion followed. A motion was made to impose the \$100.00 fine, which carried 3-0 in favor.

A hearing was called for 3220 Van Teylingen Unit L, considering a possible \$150.00 assessment fine and other enforcement actions for failing to property remove trash (left at the enclosure). The owners did not respond and were not present. Discussion followed. A motion was made to impose the \$150.00 fine, which carried 3-0 in favor.

Secretary's Report:

The May Board meeting minutes were approved as submitted.

Financial Report:

Mr. Rodriguez presented the finance report for May 31, 2022 (the Balance Sheet, Income Statement and Cash Disbursement). Total assets were \$1,426,516.12 with \$1,038,762.22 in Reserves. A question-and-answer period followed. Some line items are higher than anticipated due to beginning balances being entered.

The AGED Receivables report was reviewed. As of the meeting, there were 24 homes owing more than two months' dues, with 10 in the Collection Process (legal action).

The owner of 3455 Rebecca Unit F submitted a request to have late fees waived. After a review of the account, the request was denied.

The Board will conduct an Executive Session at the end of the meeting to hear updates on collection/legal proceedings.

The 2020 Audit was reviewed as submitted by Ciratas CPA. It was noted there were no discrepancies noted as of December 31, 2020. Mr. Patterson will inquire into the status of the 2021 Audit.

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

The 2022-2023 Project List was reviewed.

It was noted that the building permit for the bridge is still underway, and a third fee was due from Knott Laboratory for \$475.00, which was approved. An updated bid for the project is being sought with ASR.

The water heater was replaced at 3220 Van Teylingen for roughly \$14.5k. The email vote to approve the project did not pass. A motion was made to approve the expense, which carried 3-0 in favor. It was noted any action taken outside of a meeting must have unanimous written Board member approval.

Mr. Patterson and Mrs. Schwarz will work on finalizing the new website (which is not live now).

The June Inspection List was reviewed (53 1st Notice letters were issued).

Old / New Business:

There was discussion on the current Board members' terms and when they expire. The Bylaws were reviewed, noting the current schedule is not correct. A motion was made to extend the term of Mr. Cross, which carried 3-0 in favor which sets the terms to match the Bylaws (2, 2, and 1). All terms are for 2 years.

John Clancy	President	January 2024
Holly Schwarz	Vice President	January 2024
Ken Cross	Secretary	January 2025
Orlando Rodriquez	Treasurer	January 2023
Patricia Guerin	Director at Large	January 2023

The monthly mattress/box spring removal program is going well, collecting any dumped items every 2-weeks. Pricing averages around \$750 per removal.

The Association representative with CSC Service Works asked if the Association would like to remove one laundry machine per location (4), as their records indicate machines are being underutilized. Discussion followed. It was agreed to keep the current number of machines at each location.

Mr. Patterson reviewed the pricing for hiring Colorado Springs Extra Duty Police Patrols for the community. Discussion followed, and it was agreed to re-allocate \$6k from the Reserve Study line item to fund these patrols until further notice.

Mr. Patterson reviewed the new Olson Plumbing bid for updating the utility rooms and laundry room heaters (10 pages); from the initial project in November 2021, which was for \$20,545.20. The new bid totaled \$27,065.20 and did not include insulating the water lines in each area, but three of the laundry room heaters need to be replaced. Discussion followed; a motion was made to approve the bid, which carried 3-0 in favor.

Information was reviewed from the Association's insurance carrier regarding host liquor coverage for the clubhouse and what items are excluded. No further action was taken, and it was agreed that no liquor be allowed in the clubhouse/pool area.

There was a discussion on the current pet guidelines in the Covenants and the Rules. It was agreed to update the current Rules to align with the Covenants Section 12.3 (a-e), leave the current number of pets at 2 per home, and remove the Pet Variance and Pet Registration references.

Mr. Patterson reviewed the crime activity for the month as noted on My Neighborhood Update. There were 13 events noted.

There was discussion on possibly revisiting the installation of carports that were previously removed. No further action was taken.

There was discussion on investigating vendors and associated costs for having each home individually metered/billed for water, gas, and electric. The project will be put on the Project List for further discussion, including roof-mounted solar panels.

At 6:55 PM. Ms. Guerin arrived, and Mr. Cross left the meeting.

Owner's Forum:

Questions and comments/suggestions were taken from the members present.

A drainage concern was noted for 3230 Van Teylingen Unit E, which will be looked into.

An owner discussed possibly installing new garden and planter beds in some of the Common Areas, which would be a volunteer beautification project. A question-and-answer period followed. More information is being sought and submitted for the Board to review.

Mr. Patterson reviewed a list of questions on numerous topics relating to the transition.

It was noted water has entered from the foundation along the outer wall of 3525 Rebecca Unit G, and it looks like some work was done but not finished. The home will be inspected after the meeting to move forward with getting a bid(s) to address the grade/drainage.

The owner of 3415 Rebecca Unit B stated they have experienced sewer backups in the past and believe the cause to be the line outside the building. Mr. Patterson will inquire with Unit A if they have any issues as they are the lowest point on the line. It was noted if the line needs to be cleaned, the Association will initiate the work, and if the line were blocked due to owner items, the fee would be billed to the owners in that building.

Mr. Patterson is working with Goodspeed Landscaping to finalize 7 bids for improvements in the community.

It was noted there is no year or multi-year Reserve plan for what projects will be either considered or completed each year. Mr. Patterson will work on developing a plan.

The Board unanimously voted to go into Executive Session (previously disclosed to the members) to discuss current legal matters from the Association's lawyer regarding one home. The session began at 7:48 PM and ended at 7:50 PM.

The Board reconvened the meeting, and a motion was made to approve and proceed with Foreclosure proceedings for a new collection account. The motion carried 3-0 in favor.

The next Board meeting is scheduled for July 25th, 2022, at 5:30 PM at the clubhouse.

There being no further business, the meeting was adjourned at 7:51 PM.



Derek Patterson
Property Manager