



Sierra Pointe Homeowners Association, Inc.

Board of Directors Meeting Minutes

July 25, 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:

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

The Board and Z&R introduced themselves to the members present.

Hearings:

A hearing was called for 3250 Van Teylingen Unit A, considering a possible \$100.00 assessment fine and other enforcement actions for failing to remove trash (left at the enclosure) properly. The owner did not respond and was not present. Discussion followed. A motion was made to impose the \$100.00 fine, which carried 4-0 in favor.

A hearing was called for 3120 Van Teylingen Unit H, considering a possible \$50.00 assessment fine and other enforcement actions for failing to replace a missing window screen (2 notices). The owners did not respond and were not present. Discussion followed. A motion was made to impose the \$50.00 fine, which carried 5-0 in favor.

A hearing was called for 3445 Rebecca Lane Unit C, considering a possible \$50.00 assessment fine and other enforcement actions for failing to replace a broken window (2 notices). The owners did not respond and were not present. Discussion followed. A motion was made to impose the \$50.00 fine, which carried 5-0 in favor.

A hearing was called for 3515 Rebecca Lane Unit A, considering a possible \$50.00 assessment fine and other enforcement actions for failing to replace a missing patio door screen (2 notices). The owners did not respond and were not present. Discussion followed. It was noted that some of the smaller patio doors are difficult to source a new screen for. The Hearing was put on hold, and two vendors will be suggested who may be able to make a new screen door possibly.

Secretary's Report:

The June Board meeting minutes were approved as submitted.

Ms. Guerin joined the meeting.

Financial Report:

Mr. Rodriguez and Mr. Patterson presented the finance report for June 30th (the Balance Sheet, Income Statement and Cash Disbursement). Total assets were \$1,481,726.66 with \$1,024,015.67 in Reserves. A question-and-answer period followed. It was agreed to rename the Cash Reserve - Deferred Maintenance line item to Contingency. It was further agreed to initiate a Brokerage account with RBC to invest in CDs for Reserves.

The AGED Receivables report was reviewed. As of the meeting, there were 17 homes owing more than one month's dues, with 9 in the Collection Process (legal action). It was noted that there would be a transition process for the first week of August when HB 22-1137 goes into effect (previous 1st Notice contacts will have to begin new in the Collection Process).

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

The 2022-2023 Project List was reviewed.

Two approved pricing updates regarding the bridge work at 3415 (materials increase and adding a third rail) were approved.

A new list was reviewed, showing when each building's water heater and roof were replaced, noting 6 water heaters past their useful life expectancy.

The July Inspection List was reviewed (13 2nd Notices were issued). Due to HB 22-1137, the next inspection schedule will be modified to meet the new guidelines.

Old Business:

Mr. Patterson reviewed the test example of modifying the back fence wall to install two new trash enclosure signs. The plan is to replace these wood units with brick/steel next year so that the remaining signs will be installed on the existing back walls at each location.

Mr. Patterson updated on the vehicle accident/carport damage at Building 3150. On July 21st, a new person with Allstate asked for Association documents. If possible, the damaged red vehicle should be moved off-site within two weeks.

There were three previous roof leak work orders still open for interior repairs. Testing showed the ceiling surface contained Asbestos. A bid will be sought for the mitigation of all three before the Association proceeds with final repairs.

A bid from LVW Electronics was reviewed to install a new cable/conduit for six cameras, as noted from a prior Crime Prevention inspection. A motion was made to approve the bid, which carried 5-0.

It was noted that any resident who requested to be provided with an exterior water spigot handle or to have a broken fixture repaired would be approved on a work order basis.

The Common Area landscaping and gardening rejuvenation plan, as noted last month, is still being pursued.

Mr. Patterson reviewed the previously approved wording for the Rules at the June meeting, regarding window-mounted air conditioners. Outside of the meeting, a suggested wording change was proposed but not passed. Mr. Patterson read the revised content vs. the original content. A motion was made to approve the new wording which carried 5-0 in favor.

There was discussion on the current Rule content regarding window screens. Discussion followed. A motion was made to approve new wording which states window screens must be in place on the window, be in a good serviceable condition at all times and the frames must be white in color, which carried 5-0 in favor.

New Business:

The owner of 3525 Rebecca Lane Unit D submitted a request to wait to install new window and patio door screens until December when he plans to order new windows and a door. Discussion followed. A motion was made to deny the request and to restore the window and patio door screens within 30-days. The motion carried 5-0 in favor.

Two residents were experiencing sewer line issues at Building 3415, even after having the access line inspected. An Association vendor inspected the service and main line and found no problems. It was believed any backup or slow drain issues were human caused by residents of that building.

The owner of 3405 Rebecca Lane Unit D submitted documentation regarding a previous window modification that allowed the dryer vent to exit through a piece of wood (no screen). Discussion followed. A motion was made to have the dryer vent property exited through the home wall and restore the window screen within 30-days. The motion carried 5-0 in favor.

The owner of 3425 Rebecca Lane Unit E submitted a request to be reimbursed \$637.00 for work related to a leak in a hot water supply line for the building. The owner repaired the leak and had a vendor repair the drywall/paint in the ceiling. Discussion followed. A motion was made to deny the request, which carried 5-0 in favor. It was noted the supply line is still very hot; a new work order will be issued.

The owner of 3455 Rebecca Lane Unit A submitted a request to allow a resident to keep their vehicle on-site while waiting to renew the vehicle registration. The vehicle was previously towed. A motion was made to deny the request, which carried 5-0 in favor.

Towing Activity:

Five vehicles were towed in June and July.

With the recent passing of House Bill 22-1137, there was discussion on what changes will need to be made to several of the current Association policies, as detailed by Altitude Law. A motion was made to have Altitude Law perform the updates, which carried 5-0 in favor. Z&R also submitted updates to their contract regarding this law, new legal content, and additional disclosures for the latest fees to comply with the guidelines. A motion was made to approve the contract, which carried 5-0 in favor.

It was noted the new website is ready with just one tab to be updated (SierraPointeHomeowners.com). A motion was made to take the website live after further updating, which carried 5-0 in favor.

It was agreed to issue a newsletter every two months and provide updated content each time. The draft newsletter as prepared by Ms. Guerin was approved to be sent.

Ms. Guerin left the meeting.

It was noted that some residents inquired about hosting the Board meetings by telecommunication. A motion was made to deny the request, which carried 4-0 in favor. All meetings will be held in person only.

Owner's Forum:

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

The next Board meeting is scheduled for August 22nd, 2022, at 5:30 PM at the clubhouse.

Mr. Rodriguez submitted his resignation, which was accepted as he sold his home. He was thanked for his service to the community.

There being no further business, the meeting was adjourned at 8:06 PM.



Derek Patterson
Property Manager