



Sierra Pointe Homeowners Association, Inc.

Board of Directors Meeting Minutes

July 24, 2023

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
Holly Schwarz	Vice President
Ken Cross	Secretary
Jocelyn Shipley	Director at Large
Derek Patterson	Property Manager
Absent: Jonathan Cho	Treasurer

The Board of Directors, RowCal, and the members present introduced themselves.

Hearings:

No Hearings were requested from the 1st Notices issued last month, but nine (9) homes did not correct their violation by the stated compliance date, so a \$200 fine was imposed.

Secretary's Report:

The June Board meeting minutes were approved as submitted.

An ATWAM email vote was taken on 7-5-23 to approve a bid to repair a Rebecca Lane sinkhole (\$8.7k). The vote was 5-0 in favor. *** Note, this work is on hold pending a second sinkhole discovery this week.*

An ATWAM email vote was taken on 7-10-23 to approve an amended concrete bid for 3140 Rebecca #J. The vote was 5-0 in favor.

An ATWAM email vote was taken on 7-17-23 to approve an amended landscaping bid for 3140 Rebecca #J. The vote was 5-0 in favor.

An ATWAM email vote was taken on 7-10-23 to approve new language in the Rules for window screens. The vote was 5-0 in favor.

An ATWAM email vote was taken on 7-17-23 to approve a rebuild bid for 3465 Rebecca #B. The vote was 5-0 in favor.

An ATWAM email vote was taken on 7-17-23 to approve a rebuild bid for 3435 Rebecca #H. The vote was 5-0 in favor.

Financial Report:

Mr. Patterson reviewed the finances in Mr. Cho's absence for June 30th (the Balance Sheet, Income Statement, and Cash Disbursement). Total Cash as of June 30th was \$328,664.12, with \$1,633,717.50 in Reserves. A question-and-answer period followed.

The RBC Reserve Investment account was reviewed. A CD expiring this month will be renewed for a 1-year period.

The AGED Receivables report was reviewed (4 homes are in active legal collections, 3 are on payment plans, 9 are close to entering the collection process, and 4 homes have pending Foreclosure actions). The total due is \$140k.

President's Report:

The recent flooding rain event was discussed. It was noted that only 5% of the community utilizes the pool, sourced from fob access information.

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

The 2023 Project List was reviewed.

The bid for a new water heater at 3435 Rebecca was approved.

Mr. Patterson reviewed the status of the homes with water leaks and resulting asbestos and mold mitigation and rebuilding. Three homes have been completed since last month, and five remain open.

The monthly **Inspection List** was reviewed, noting 9 assessment fines imposed for 1st Notice issues that were not corrected.

Towing Report: one vehicle was towed in June.

Old Business:

A second sinkhole was discovered on Rebecca Lane. A bid from Knott Laboratories to inspect the underground lines and develop repair specifications was reviewed. A motion was made to approve the bid, which carried 4-0 in favor. It was noted a pump truck would be used to pump out the water in the manholes to allow for inspection, based on a T&M rate not to exceed \$1k.

The pool invoice (opening, startup chemicals, and May and June service was reviewed).

It was learned that the camera system, software, and cameras reached their end of life, which resulted in errors and nonfunction. A bid from LVW was reviewed to purchase and install an entirely new system, software package, video recorder, etc. A motion was made to approve the bid, which carried 4-0 in favor.

An updated bid for concrete at 3140 Rebecca #J was reviewed, adding a full pad next to the utility room door. A motion was made to approve the bid, which carried 4-0 in favor.

A bid for replacing the flat balcony roof at 3450 Parkmoor #C was reviewed, adding a paver system on top so the membrane is not damaged. A motion was made to approve the bid, which carried 4-0 in favor.

Pete's Perfect Properties submitted a bid to repair numerous items in the clubhouse restrooms. A motion was made to approve the bid, which carried 4-0 in favor.

A bid for replacing the common 2" drain line at 3440 Parkmoor #A was reviewed. A motion was made to approve the bid, which carried 4-0 in favor.

A new RCM invoice was submitted for \$471.34, resulting from an emergency call. It was noted that RCM does not provide any emergency services, as all service requests are sent to the manager and the Board maintenance liaison. A dispute form will be submitted to RowCal.

New Business:

Ms. Shipley left the meeting for another appointment.

A bid for street sweeping was reviewed, with a one-time and quarterly fee. It was agreed to hold on to this bid until the underground pipes on Rebecca have been repaired.

An updated bid for landscaping and retaining wall work at 3525 Rebecca #F and #G was reviewed, noting pavers vs. timbers. A motion was made to approve the bid, which carried 3-0 in favor.

Owner's Forum:

Questions and comments were taken from the floor.

7:31 PM. It was noted the Board will go into Executive Session to discuss the RowCal contract June 2nd Service Addendum, a legal matter for 3465 Rebecca #E and circumstances surrounding a sewer backup at Bldg. 3465 Rebecca.

The Board reconvened the meeting. A motion was made to update the Covenant Enforcement Policy to align with the Service Addendum and to remove all violation fees imposed on owners for June/July. The motion carried 3-0 in favor.

A motion was made to have the law firm Orten, Cavanaugh, Holmes & Hunt issue a reply to the legal notice, which carried 3-0 in favor.

It was noted that, after reviewing information from the Association's plumber, who inspected the sewer lines twice at Bldg. 3465, there were no separations or issues found which would cause a backup.

In the absence of new information, it was agreed the Association's main line did not cause this backup, and the mitigation and rebuild expenses will be that of each owner impacted.

It was noted there is a leaking common drain line at 3435 Rebecca #B; a work order will be issued.

There being no further business, the meeting was adjourned at 7:57 PM.



Derek Patterson
Property Manager