



# *Sierra Pointe Homeowners Association, Inc.*

## **Board of Directors Meeting Minutes**

**August 22, 2022**

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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
Derek Patterson	Property Manager
Absent: Patricia Guerin	Director at Large

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

### **Hearings:**

There were no Hearings.

### **Secretary's Report:**

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

### **Financial Report:**

Mr. Cross and Mr. Patterson presented the finance report for July 31<sup>st</sup> (the Balance Sheet, Income Statement and Cash Disbursement). Total assets were \$1,505,410.31 with \$1,030,054.70 in Reserves. A question-and-answer period followed. Mr. Clancy and Mr. Patterson have initiated the paperwork to start a new Reserve investment account with RBC Wealth Management.

The AGED Receivables report was reviewed. As of the meeting, there were 13 homes owing more than one month's dues, with 9 in the Collection Process (legal action).

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

The 2022-2023 Project List was reviewed.

A new 6-month contract was signed with Infinite Disposal as the vendor did not have an approved contract on file. A renewal contract was also submitted for 2023.

Mr. Patterson reviewed bid specifications to address drainage concerns at Building 3470 Parkmoor Units A & B. Photographs were reviewed. A motion was made to approve the bid, which carried 3-0 in favor. The sump pump is also being replaced as it was inoperable.

Mr. Patterson reviewed bid specifications to address drainage concerns at Building 3525 Rebecca Units G & H. Photographs were reviewed. A motion was made to approve the bid, which carried 3-0 in favor.

Mr. Patterson reviewed bid specifications to address repairing the retaining wall at Building 3520 Parkmoor (parking lot area). Other repairs/replacement options will be reviewed next month.

The contract for the bridge/deck/concrete project at 3415 Rebecca was reviewed. It was noted that the overall project cost was budgeted for \$120k; there have been recent change orders due to problems found that were not known at the time of the contract. Mrs. Schwarz provided updates on the recent sidewalk landing and support post pad issue, which is another change order.

The August Inspection List was reviewed (7-pages).

The smaller rear patio sliding door (screen) for homes on Rebecca Lane is challenging to find or have made; those owners who received a violation notice will be rescinded until further notice. The normal-sized rear patio sliding door (screen) can be purchased for around \$117.00 at Lowe's, as a direct installation.

### **Old Business:**

An owner previously discussed installing new gardens and planter beds in some of the Common Areas, which would be a volunteer beautification project. More information is being sought for further review at the next meeting.

### **Towing Activity:**

Two vehicles were towed for July and August.

### **New Business:**

Mr. Patterson reviewed the draft 2023 Budget. Some of the chart of account line items were reviewed and renamed. An updated budget was handed out. It was agreed to hold a separate budget review meeting to finalize the budget, with plans to have the Budget Meeting on October 24<sup>th</sup>. Draft notice documents were reviewed.

There was a discussion about converting two storage areas to bike storage (Storage Rooms #2 and #5), where residents would pay a yearly fee of \$20.00. New racks would be installed in each area. No motorized or electronic bikes would be allowed. This project was tabled to the next meeting.

The owner of 3465 Rebecca #C submitted a request for a new front screen door that is retractable and white in color. Discussion followed. A motion was made to approve the request, which carried 3-0 in favor. The ACC Palate needs to be updated and then incorporated into the Rules.

There was discussion on the recent change in towing policies per HB 22-1134 Towing which took effect this month. The Rules will be reviewed to determine if any updates are needed.

It was suggested that residents be notified of a DIY ice melt container idea where they could place the container outside their front door in the winter; information will be in the November newsletter.

Ms. Guerin joined the meeting.

### **Owner's Forum:**

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

The Board unanimously voted to go into Executive Session (previously disclosed to the members) to discuss current legal matters from the Association's law firm. The session began at 6:50 PM and ended at 7:00 PM.

The Board reconvened the meeting, and a motion was made to approve a payment plan offer for 3485 Rebecca #F. The motion carried 4-0 in favor.

A motion was made to deny a request to remove four \$60.00 1<sup>st</sup> Notice fees on 4 different accounts. The motion carried 4-0 in favor

The next Board meeting is scheduled for September 26<sup>th</sup>, 2022, at 5:30 PM at the clubhouse.

There being no further business, the meeting was adjourned at 7:15 PM.



Derek Patterson  
Property Manager