



# *Sierra Pointe Homeowners Association, Inc.*

## **Board of Directors Meeting Minutes**

**August 28, 2023**

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The meeting was held at the Association's clubhouse, 3480 Parkmoor Village Drive, and called to order at 5:32 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.

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

The July Board meeting minutes and August Special Board meeting minutes were approved as submitted.

An ATWAM email vote was taken on 8-4-23 to approve a contract for 3435 Rebecca. The vote was 5-0 in favor.

An ATWAM email vote was taken on 8-21-23 to approve a tree removal at 314-3150 Van Teylingen. The vote was 5-0 in favor.

### **Financial Report:**

Mr. Patterson reviewed the finances in Mr. Cho's absence for July 31<sup>st</sup> (the Balance Sheet, Income Statement, and Cash Disbursement). Total Cash was \$387,858.21, with \$1,624,194.56 in Reserves. A question-and-answer period followed. It was noted additional amendments will be made to the Income Statement.

The RBC Reserve Investment account was reviewed. A CD expiring this month will be renewed for six months, and the December and January CDs will be renewed with new 3-month CDs.

The AGED Receivables report was reviewed (6 homes are in active legal collections, 3 are on payment plans, 5 are close to entering the collection process, and 2 homes have pending Foreclosure actions). The total due is \$115k.

## **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.

Mr. Patterson was authorized to spend up to \$13k to install a new water heater for Building 3515 Rebecca (original in 2005), and a bid will be sought for 3120 Van Teylingen (original 2009).

Mr. Patterson reviewed the status of the homes with water leaks and resulting asbestos and mold mitigation and rebuilding. Eight homes have been completed, and three remain in progress.

Mr. Patterson reviewed the status of the flood event and reports of water intrusion through various possible sources (4 believed to be roof leaks, 10 believed to have ground entry, and 4 with gutter issues).

The monthly **Violation Inspection List** was reviewed, noting 17 Units were imposed a \$200.00 assessment fine for non-compliance by the set deadline.

**Towing Report:** five vehicles were towed in July & August.

## **Old Business:**

The pool will be closed the week of Labor Day.

A bid to replace the street pan on West Parkmoor Village and a pad on the pool deck was reviewed. A motion was made to approve the street pan and put the pool deck on hold, which carried 4-0 in favor.

A bid to paint all building entry stairways and ceilings was reviewed. A motion was made to approve the bid, which carried 4-0 in favor (white is the color used).

Mrs. Schwarz was excused from the meeting to meet with the Colorado Springs Police Department (incident before the meeting with Mr. Christian Fair, 3240 Van #A).

A bid to blow/sweep the parking lots was reviewed. A motion was made to approve the bid, which carried 3-0 in favor (noting to be careful about the lower Rebecca – sinkhole area).

The RowCal Payment Dispute Form #037203, July, for \$471.43 is still open/pending.

## **New Business:**

A bid to remove and install new air conditioning equipment for the clubhouse was reviewed. A motion was made to approve the bid, which carried 3-0 in favor (existing system).

The owner of 3525 Rebecca #D submitted a request to have a \$200.00 fine removed. Discussion followed with document review. A motion was made to approve the request, which carried 3-0 in favor.

A bid to install new rear unit address placards was reviewed. A motion was made to approve the bid, which carried 3-0 in favor.

A bid to caulk the stucco wall bands/joints on all Buildings and the clubhouse was reviewed. A motion was made to approve the bid, which carried 3-0 in favor.

Mrs. Schwarz entered the meeting, and Mr. Cross was excused from the meeting to meet with the Colorado Springs Police Department (incident prior to the meeting with Mr. Christian Fair, 3240 Van #A).

A bid to install a new Keystone retaining wall, two concrete retaining walls, and a concrete drain pan was reviewed. A motion was made to approve the bid, which carried 3-0 in favor (4 areas).

Mr. Cross entered the meeting.

There was discussion on the use of the pool for the season (using Fob access data) and if the yearly expense is justified for only 5% of the members using the pool, and a question-and-answer period followed. It was agreed to discuss this topic at the Annual meeting.

A bid to install four new concrete retaining walls at 3435 Rebecca and three other areas was reviewed (Mrs. Schwarz provided more details on each location and wall height/length). A motion was made to approve the bid, which carried 4-0 in favor.

## **Owner's Forum:**

Questions and comments were taken from the floor. Numerous topics were submitted for the next newsletter.

The owner of Unit 3435 Reb #B inquired about assistance in contacting the owner above regarding a previous water leak/flood event, and no repair work has been conducted. The owner above will be contacted.

7:29 PM. It was noted the Board will go into **Executive Session** to discuss legal actions for past due collection accounts (3120 V #C and 3485 R #J), a possible insurance claim request, continued pet waste violations (3435 Reb #A), RowCal Project Coordination services and to review Emergency Call invoices x7.

The meeting was reconvened, and it was unanimously agreed to continue in the collection process [Collection Resolution documents were signed for the noted Units above].

A motion was made to post all associated charges/fees (previously paid by the Association as the owner stated her vendor said the main line was broken) all related to a sewer backup for Unit 3465 Reb #B; which carried 4-0 in favor. The Association's vendor inspected the service and main lines for this building, and no deficiencies were found.

A motion was made to obtain legal advice on a request from Unit 3465 Reb #C, for the Association to file a claim for a sewer backup (the owner's plumbing invoice stated the service line was clogged with wipes). The motion carried 4-0 in favor. The Association's vendor inspected the service and main lines for this building, and no deficiencies were found.

A motion was made to initiate legal action for Unit 3435 Reb #A for failing to remove pet waste in the Common Areas (after two violation notices) and possibly request the dog(s) be permanently removed from the Unit. The motion carried 4-0 in favor.

Mr. Patterson will have Mr. Egan, RowCal Project Coordination, contact the Board about a possible Zoom meeting to discuss what services his team can offer the Association.

Seven emergency call invoices were reviewed:

- 36940: HOA to pay, no owner pass through;
- 37461: HOA to pay, no owner pass through;
- 37480: 7-21-23 / to be disputed with RC, noting the fee was from May 11;
- 38558: HOA to pay, no owner pass through;
- 38661: HOA to pay, no owner pass through;
- 38762: HOA to pay, no owner pass through;
- 38752: HOA to pay, no owner pass through.

The owner of 3475 Reb #J submitted a request to have \$1000.00 in assessment fines removed. Discussion followed. A motion was made to deny the request, which carried 4-0 in favor.

The Board is still working to find a date to meet with RowCal's new Vice President, Ken Caskey, and Jason Stephensen.

There being no further business, the meeting was adjourned at 8:14 PM.



Derek Patterson  
Property Manager