

**PROMONTORY POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES
FEBRUARY 3, 2020**

NOTICE OF MEETING

Upon due notice given, a meeting of the Board of Directors for Promontory Pointe Homeowners Association was held on February 3, 2020 at the hour of 6:00 p.m. at the Moreno Valley Conference & Recreation Center - 14075 Frederick St, Moreno Valley, CA.

ATTENDANCE

Directors Present: Mary Cavanaugh, Bill Stringfellow and Steve Letko.

Directors not Present: None.

Representing Encore Property Management: Melissa Wudzke.

CALL TO ORDER

The Board of Directors Meeting was called to order at 6:00 p.m. by Mary Cavanaugh, President.

CONSENT CALENDAR

- A. Review/Approve Minutes of December 2, 2019.
- B. Review/Approve Management Report of December 2, 2019.
- C. Review Financials ending December 31, 2019.

Motion made by Steve Letko to approve the Consent Calendar as submitted. Seconded by Bill Stringfellow. Motion carried.

The Board of Directors reviewed Financials ending October 31, 2019 and November 30, 2019 via email.

UNFINISHED BUSINESS

The Board of Directors reviewed Revised Proposals and correspondence from Saddleback Fence & Vinyl Products and Country Estate Fencing in regards to removing and replacing the fencing and gates around the John F. Kennedy Pool/Spa and around the Cactus Pool/Spa. The Board tabled the Proposals and are requesting that Country Estate Fencing provide a proposal using Ameristar Aluminum.

The Board of Directors met with a Representative from Alan Smith Pools and discussed the scope of work for Pool and Deck renovations at the Cactus and John F. Kennedy Pools. The Board of Directors tabled this proposal so that Alan Smith Pools can create a more detailed Proposal.

**PROMONTORY POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES
FEBRUARY 3, 2020
PAGE 2**

LANDSCAPE REPORT/PROPOSALS

The Board of Directors reviewed the Quality Assurance Reports submitted by CLS Landscape Management.

The Board of Directors reviewed the Water Usage from CLS Landscape Management.

Motion made by Bill Stringfellow to Ratify Proposal #084231 from CLS Landscape Management, Inc., in the amount of \$800.32 to remove a section of ground cover and trench 10'ft. and install 10'ft. Of 4" drain pipe and 1-12"x12' drain to help prevent the garage from getting flooded at 27959-C Cactus. Seconded by Mary Cavanaugh. Motion carried unanimously.

NEW BUSINESS

Motion made by Steve Letko to approve the Lien Resolutions for Parcel #304-571-029. Seconded by Bill Stringfellow. Motion carried unanimously.

Motion made by Steve Letko to adopt the revised Pool Policy. Seconded by Bill Stringfellow. Motion carried unanimously.

Motion made by Steve Letko to adopt the revised Parking Policy. Seconded by Mary Cavanaugh. Motion carried unanimously.

Motion made by Steve Letko to approve the revised Election Rules and to post for a thirty (30) day comment period, before adopting. Seconded by Bill Stringfellow. Motion carried unanimously.

Motion made by Steve Letko to approve the Proposal from All-N-One Facilities Services, Group, in the amount of \$510.00 for Catch Basin Maintenance. Seconded by Bill Stringfellow. Motion carried unanimously.

The Board of Directors reviewed a Proposal from Personal Touch Cleaning & Maintenance, Inc. For Doggie Station Dispensers and Service Stations. After a brief discussion the Board of Directors denied the Proposal.

Motion made by Mary Cavanaugh to Ratify a Proposal from Shield Fire Protection, in the amount of \$3,425.00 for the Annual Fire Hydrant Testing. Seconded by Steve Letko. Motion carried unanimously.

ADJOURNMENT

The Board of Directors adjourned the meeting at 7:14 p.m. to enter into Executive Session.

CALL TO ORDER

The Board of Directors re-opened General Session at 8:21 p.m.

**PROMONTORY POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES
FEBRUARY 3, 2020
PAGE 3**

NEW BUSINESS CONTINUED

Motion made by Steve Letko to Appoint Dayana Villasenor as a Board of Director. Seconded by Mary Cavanaugh. Motion carried unanimously.

HOMEOWNER FORUM

No homeowners were present for Homeowner Forum.

NEXT MEETING

The next meeting date is scheduled for April 6, 2020 at the hour of 6:00 P.M. at the Moreno Valley Conference & Recreation Center, 14075 Frederick St., Moreno Valley, CA 92553.

EXECUTIVE SESSION DISCLOSURE

The Board met in Executive Session on February 3, 2020 to review the Executive Session Minutes, collection accounts, violations and hearings.

On December 2, 2019, the Board authorized a Notice of Default on parcel # 304-571-009 in Executive Session

ADJOURNMENT

There being no further business to bring before the Board at this time, the meeting was adjourned at 8:20 p.m.

Respectfully submitted by:
Melissa Wudzke, CCAM®
Certified Community Manager.

ATTEST:


(Authorized Board Member)


Date