

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

NOTICE OF MEETING

Upon due notice given, a meeting of the Board of Directors for Promontory Pointe Homeowners Association was held on August 3, 2020 at the hour of 6:00 p.m. via Zoom.US.

ATTENDANCE

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

Directors not Present: None.

Representing Encore Property Management: Melissa Wudzke.

CALL TO ORDER

The Board of Directors Meeting was called to order at 6:01 p.m. by Mary Cavanaugh, President.

CONSENT CALENDAR

- A. Review/Approve Minutes of June 1, 2020.
- B. Review/Approve Management Report of June 1, 2020.
- C. Review Financials ending June 30, 2020.

Motion made by Steve Letko to approve the Consent Calendar as submitted. Seconded by Dayana Villasenor. Motion carried.

The Board of Directors reviewed Financials ending May 31, 2020 via email.

UNFINISHED BUSINESS

None.

LANDSCAPE REPORT/PROPOSALS

The Board of Directors reviewed Proposal #086392 from CLS Landscape Management, in the amount of \$676.00 for planting and have tabled the Proposal until Fall 2020.

The Board of Directors reviewed Proposal #086565 from CLS Landscape Management, in the amount of \$864.80 for planting and have tabled the Proposal until Fall 2020.

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

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

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LANDSCAPE REPORT/PROPOSALS CONTINUED

Motion made by Bill Stringfellow to Ratify Proposal #086691 from CLS Landscape Management, in the amount of \$11,484.00 to perform a complete trim on the following 132 trees throughout the property. Those trees consist of 67 Chinese Elm and 65 Chinese Flame. Seconded by Steve Letko. Motion carried unanimously. **RESERVES

Motion made by Bill Stringfellow to Ratify Proposal #086755 from CLS Landscape Management, in the amount of \$175.00 to remove and stump grind one (1) leaning Tristania Tree near parking spot 27954-A JFK. Seconded by Steve Letko. Motion carried unanimously.

Motion made by Bill Stringfellow to Ratify Proposal #087095 from CLS Landscape Management, in the amount of \$3,781.96 to cap off 40 sprinkler heads and install 1300 ft. of drip line with all the necessary parts needed. Seconded by Steve Letko. Motion carried unanimously.

NEW BUSINESS

Motion made by Mary Cavanaugh to approve filing Lien Resolutions on Parcel #'s 304-484-009 and #304-571-032. Seconded by Bill Stringfellow. Motion carried unanimously.

Motion made by Steve Letko to approve the year end Financial Review that was prepared by Frisbey, Carter and Associates. Seconded by Dayana Villasenor. Motion carried unanimously.

Motion made by Mary Cavanaugh to appoint a Notary Public, not to exceed \$50.00 to act on behalf of the Association as the Inspector of Elections for the 2021 Annual Election. Seconded by Bill Stringfellow. Motion carried unanimously.

Motion made by Steve Letko to approve the Application for Resident Reserved Parking Permit. Seconded by Bill Stringfellow. Motion carried unanimously.

The Board of Directors reviewed Homeowners request to re-open the Pools.

The Board of Directors reviewed proposals from Waste Management for additional service days. The Board took no action.

Motion made by Steve Letko Ratify a Proposal from Shield Fire Protection, in the amount of \$1,207.00 to provide Annual Maintenance on Ninety-Seven (97) Fire Extinguishers at the rate of \$9.50. Provide a six year service on one (1) Fire Extinguisher at the rate of \$20.50. Provide a twelve year service on four (4) Fire Extinguishers at a rate of \$55.00 and a \$35.00 trip charge. Seconded by Bill Stringfellow. Motion made unanimously.

Motion made by Steve Letko to Ratify Proposal #34831P from Terry's Testing, in the amount of \$1,375.00 to replace #1 check assembly and rebuild existing 8" device. Seconded by Bill Stringfellow. Motion carried unanimously.

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NEXT MEETING

The next meeting date is scheduled for October 5, 2020 at the hour of 6:00 P.M. Location to be Determined.

EXECUTIVE SESSION DISCLOSURE

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

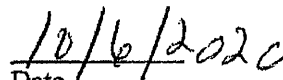
ADJOURNMENT

There being no further business to bring before the Board at this time, the meeting was adjourned at 6:48 p.m.

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

ATTEST:


(Authorized Board Member)


Date