

**PROMONTORY POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES
OCTOBER 5, 2020**

NOTICE OF MEETING

Upon due notice given, a meeting of the Board of Directors for Promontory Pointe Homeowners Association was held on October 5, 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 6:13 p.m. by Mary Cavanaugh, President.

CONSENT CALENDAR

- A. Review/Approve Minutes of August 3, 2020.
- B. Review/Approve Management Report of August 3, 2020.
- C. Review Financials ending August 31, 2020.

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

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

UNFINISHED BUSINESS

None.

LANDSCAPE REPORT/PROPOSALS

Motion made by Bill Stringfellow to approve Proposal #088740 from CLS Landscape Management, Inc., in the amount of \$359.80 for planting at 27915 Cactus #A. Seconded by Steve Letko. Motion carried unanimously. **RESERVES

Motion made by Bill Stringfellow to approve Proposal #086565 from CLS Landscape Management, Inc., in the amount of \$864.80 for planting at 27906 JFK #C. Seconded by Steve Letko. Motion carried unanimously. **RESERVES

Motion made by Bill Stringfellow to approve Proposal #086392 from CLS Landscape Management, Inc., in the amount of \$676.60 for planting at 27859 Cactus #B. Seconded by Steve Letko. Motion carried unanimously. **RESERVES

**PROMONTORY POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES
OCTOBER 5, 2020
PAGE 2**

LANDSCAPE REPORT/PROPOSALS CONTINUED

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.

NEW BUSINESS

Motion made by Steve Letko to approve the 2021 Reserve Study that was prepared by Reserve Data Analysis. Seconded by Bill Stringfellow. Motion carried unanimously.

Motion made by Steve Letko to approve the 2021 Budget, in the amount of \$388.00 per home, per month. This is a necessary 20% increase due to excessive Association expenditures, such as refuse, full time security and an increase of reserve allocation. Seconded by Bill Stringfellow. Motion carried unanimously.

Motion made by Dayana Villasenor to approve the Proposal from Frisbey, Carter and Associates, in the amount of \$700.00 to conduct the 2020 Financial Review and to prepare and file the 2020 Tax Returns. Seconded by Bill Stringfellow. Motion carried unanimously.

The Board of Directors reviewed and tabled the Proposal from Patio Shopper for new pool furniture.

The Board of Directors reviewed and tabled Proposal #A15374 from Antis Roofing & Waterproofing LLC for multiple repairs.

Motion made by Dayana Villasenor to pre-approve a Patio Screen (A-Units) Policy, in which states: The Board of Directors are authorizing the Coolaroo Outdoor Rollershade Patio Screens for A-Units. Such rollershde shall cover the front opening of your balcony, which is 10' wide and must not hang behind or in front of the railing, but rather on top of the railing. You must submit an Architectural Application prior to installation. Seconded by Steve Letko. Motion carried unanimously.

Motion made by Bill Stringfellow to Ratify the Pool Furniture Disposal. Seconded by Mary Cavanaugh. Motion carried unanimously.

NEXT MEETING

The next meeting date is scheduled for December 7, 2020 at the hour of 6:00 P.M. Location to be Determined.

EXECUTIVE SESSION DISCLOSURE

The Board met in Executive Session on October 5, 2020 to review the Executive Session Minutes, collection accounts, violations and hearings.

**PROMONTORY POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES
OCTOBER 5, 2020
PAGE 3**

ADJOURNMENT

There being no further business to bring before the Board at this time, the meeting was adjourned at 7:35 p.m.

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

ATTEST:

Mary Cavanaugh
(Authorized Board Member)

Date *12/29/2020*