

**PROMONTORY POINTE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES  
DECEMBER 5, 2022**

**NOTICE OF MEETING**

Upon due notice given, a meeting of the Board of Directors for Promontory Pointe Homeowners Association was held on December 5, 2022 at the hour of 6:00 pm at Moreno Valley Conference & Resource Center.

**ATTENDANCE**

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

Directors not Present: None.

Representing Encore Property Management: Elizabeth Mefford.

**CALL TO ORDER**

The Board of Directors Meeting was called to order at 6:10 p.m. by Mary Cavanaugh, President.

**HOMEOWNER FORUM**

Homeowner Present (1)

**CONSENT CALENDAR**

- A. Review/Approve Minutes of October 3, 2022
- B. Review/Approve Management Report of October 3, 2022
- C. Review Financials ending October 2022
- D. Ratify Financials: September 2022
- E. Lien Resolutions (2) Parcel #'s 304-571-010 and 304-484-080.

A motion was made by Dayana Villasenor to approve the Consent Calendar as submitted. Seconded by Steve Letko and Bill Stringfellow. Motion carried unanimously.

**CD/RECOMMENDATIONS**

Operating Account

\$36,000 to mature 02/28/2023

Recommend to purchase CD in the amount of \$36,000 for Jan - Mar 2024.

Reserve Account

\$200,000 in excess cash

Recommend to purchase one (1) CD in the amount of \$100,000 for Oct - Dec 2023 and one (1) in the amount of \$100,000 for June - Aug 2023.

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**CD/RECOMMENDATIONS CONT'**

Reserve Account to mature

\$160,000 to mature on 01/12/2023

Recommend to purchase CD in the amount of \$160,000 for Jan - Mar 2024

\$9,000 to mature on 3/9/2023

Recommend to purchase CD in the amount of \$9,000 for Jan - Mar 2024

\$215,000 to mature on 3/10/2023

Recommend to purchase CD in the amount of \$215,000 for Jan - Mar 2024

\$297,000 to mature on 3/22/2023

Recommend to purchase CD in the amount of \$297,000 for Jan - Mar 2024

Motion made by Dayana Villasenor to approve all CD Recommendations. Seconded by Bill Stringfellow.

**LANDSCAPE REPORT/PROPOSALS**

The Board reviewed and approved landscape walk notes as submitted.

**Landscape Ratifications**

The Board Reviewed as submitted the ratification for bid # 101323 to replace the solenoid at 27923 John F. Kennedy Dr. Unit C. In the amount of \$379.48.

The Board Reviewed as submitted the ratification for bid # 101330 to replace the solenoid at 27903 Cactus Unit #C in the amount of \$384.98.

**Proposals**

The Board of Directors denied the Bid # 101474 to remove/replace the cracked sidewalk at 27970 John F. Kennedy Drive Unit B in the amount of \$2658.60.

Motion made by Dayana Villasenor to approve the Bid #100705 to have the dying tree removed at 27968 John F. Kennedy Unit A. Seconded by Mary Cavanaugh. The Board also reviewed the homeowners correspondence in regards to this matter.

**Landscape Correspondence**

The Board reviewed the landscape correspondence as submitted.

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**UNFINISHED BUSINESS**

**Antis Roofing Proposal**

The Board of Directors have tabled the Antis Roofing Proposal until the April 2023 Board Meeting.

**NEW BUSINESS**

**Ratify Labarre/Oksnee Insurance Renewal**

The Board reviewed the ratification for the insurance renewal for Labarre/Oksnee as submitted in the amount of \$50,806.00.

**Ratify Crystal Water Pool Services and Repairs**

The Board reviewed the ratification for Crystal Water Pool Services as submitted in the amount of \$947.49.

**Personal Touch Proposal to remove Graffiti**

The Board has tabled the proposal from Personal Touch to remove the graffiti at this time.

**Power Security Group Correspondence**

The Board has reviewed the correspondence from Power Security Group as submitted.

**Smart Systems Correspondence**

The Board has reviewed the correspondence from Smart Systems as submitted.

**Homeowners Correspondence**

The Board has reviewed the correspondence from the Homeowner in John F. Kennedy as submitted.

**NEXT MEETING**

The next meeting date is scheduled for February 6, 2023 at the hour of 6:00 P.M. Location Moreno Valley Conference & Resource Center.

**EXECUTIVE SESSION DISCLOSURE**

The Board adjourned to Executive Session 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 8:03 p.m.

Respectfully submitted by:  
Elizabeth Mefford  
Community Manager.

**ATTEST:**

Steven J. Letko  
(Authorized Board Member)

02/07/2023

Date