

**Meeting Minutes for the Board of Directors**  
Promontory Pointe Homeowners Association  
Thursday, February 22, 2018

The meeting of the Board of Directors was held at the Church of Jesus Christ of the LDS, Knights Cross Drive, San Antonio TX.

Present: Jeff Clay, Dennis Westberg, Julie Agena, Ryan Sweeney, Annie Ortega, George Lampe, Lonnie Knight and Mike Wiley. Genesis Eakes was absent.

The meeting was called to order at 6:30 pm.

Agenda was adopted.

The Board approved the minutes of the November 9 Board Meeting.

**Executive Session** was called to discuss matters pertaining to policy, contracts, legal matters or individual homeowners such as enforcement actions, payment plans/collections, etc.

**Manager Report:** Mr Piland provided copies of the 2016 audit to the board and reported that the Directors and Officers insurance was secured prior to the previous policy's expiration. Other items were addressed in executive session.

**Treasurer Report:** Julie reported the end of year Dec 2017 financials are now corrected and have been sent to the board with the actions requested (see Ratification Items) reflected. Three reserve CDs that matured in January (Common, Peak and Reserve) were transferred to Alliance Bank and opened as CDARS.

#### **Committee Liaison Reports**

- ACC – George: in contact with committee as new liaison.
- Security – Dennis: COP training was held but only one PPHOA volunteer attended.
- Social – Jeff: No events scheduled at this time but some expected for spring season.
- Communication – Annie: New volunteer needed.
- Recreation – Jeff: Pool to open March 9. See New Business for new projects/improvements.
- Landscaping – Ryan: New contract approved in January with changes requested. See New Business for new projects/improvements.

#### **Ratification of Interim Items**

- The Board approved appointing Mike Wiley to fill Leroy Ramirez's board position (Pointe Interior) following his resignation in November. Mr Wiley had received the next highest votes in the recent election and agreed to serve the remainder of the position's term.
- Peak gate repair Dec 2017, Quality Fence \$600.79
- Playground mulch for both playscapes Dec 2017, Benchmark Landscaping \$617 and \$411
- Park volleyball sand, Dec 2017 Benchmark Landscaping \$669
- Directors and Officers liability insurance renewal, Harris Underwood Inc, \$3426
- Peak Wilderness Oak gate track project Jan 2018, Quality Fence, \$3232
- Heights pedestrian gate repair Jan 2018, Quality Fence, \$1225
- End of year 2017 funds/budget: unspent funds for Reserve dedicated to reserve funds, half of unspent Common funds designated for Common reserves and other half for Common improvements, unspent funds for Peak and Heights designated for respective improvements, and funds spent outside of Pointe Interior budget to be subtracted from its money market account.
- Landscape maintenance contract with Benchmark was renewed at total price \$73114 which includes a slight increase and additional work requested by the board.
- Damage to Peak Wilderness Oak exit gate was paid for by a resident who caused the damage.
- Contracts with Accurate Pest Control, ELK for janitorial and Quality Fence for gate maintenance were renewed.
- Peak Wilderness Oak gate/fence refinishing, Right Source \$880

## **Old Business**

- Heights entrance pavers repair, work is in progress by Longhorn Lot Maintenance, Heights Improvements.

## **New Business**

- PPHOA was awarded CAI HOA of the Year for its size category for the second year in a row, Julie and Lonnie attended the event to receive the award.
- The board approved a proposal from Benchmark for up to \$4500 for pruning/clean up of Ashmont area green space, Pointe Interior Improvements
- The board approved a proposal from Benchmark for \$3947 for park projects including landscape mulch replacement, treating red tips and aerating grass, Common Improvements.
- The board approved a proposal from Benchmark for \$380 to aerate the grass at the pavilion, Common Improvements.
- The board approved a proposal from Benchmark for \$1171 to clean up debris around Peak green space and install landscape borders to support the fenceposts following damage done, Peak Improvements.

Next Regular Board Meeting is scheduled for April 5, 2018 at 6:30 pm or following any scheduled homeowner hearings at the LDS Church on Knights Cross.

Meeting adjourned at 8:42pm.

Respectfully submitted by Julie Agena

---