

Meeting Minutes for the Board of Directors

Promontory Pointe Homeowners Association

Wednesday, November 4, 2015

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

Directors Present: Jeff Clay, Julie Agena, Annie Ortega, Dennis Westberg, Garland Scott, Ryan Sweeney, George Lampe, Steven Chafin

Directors Absent: Nathan Harmon

Also Present: HOA Manager Ken Piland, First Service Residential

Executive Session was called to order at 6:30 pm until 7:10, Board met with HOA Attorney for consultation regarding property ownership matter.

Homeowners from one Peak home attended and presented their concern of excessive noise by a neighbor to the board from 7:10 until 7:45. The Board advised the homeowner of the City ordinance for noise and encouraged them to call SAPD for occurrences after 10:30 pm, and to maintain communication with the SAFFE Officer. The board explained that due to no other resident complaints, the HOA cannot take any action at this time.

Agenda was adopted.

Consent Items (Previously approved)

- Ⓢ Additional Security for Peak (\$120)
- Ⓢ Recreation Area Landscaping around Trees (Common - \$757.75)
- Ⓢ Sport Court Replacement Pads (Common - \$1200.49)
- Ⓢ Small Kid Play Area Mulch (Common - \$1055.44)
- Ⓢ Playground Mulch (Common - \$1353.13)
- Ⓢ Drainage Clean-up in Ashmont (Pointe - \$1596.69)
- Ⓢ Peak Gate Repairs (Track - \$815.11, Electrical - \$350 +)
- Ⓢ Bear Ridge Island (Pointe - \$14,494.10)

Committee Liaisons

- Ⓢ Recreation – Ryan Sweeney: projects (listed above) in progress
- Ⓢ Security – Dennis Westberg: Blue Armor security contract being reviewed, is in contact with several homeowners who have expressed interest in COP
- Ⓢ Landscaping – Garland Scott: no update at this time
- Ⓢ Social – Jeff Clay--Halloween event took place and add'l events being contemplated
- Ⓢ Communication – Annie Ortega: electronic newsletters going out monthly, new volunteer is on board
- Ⓢ ACC – Ryan Sweeney: new committee member needed

Treasurer Report: Julie provided update on Common unspent funds for planning purposes.

Board approved renewing the Peak Reserve CD that will mature in December for another year term.

Old Business:

- Ⓢ Traffic calming efforts on Promontory Circle: the City/TCI installed a 3 way stop at Promontory Circle and Bear Ridge on Oct 12. TCI is taking data on traffic patterns/behavior on Balmoral to evaluate effects of stop sign.
- Ⓢ Jeff and Ryan to continue working with landscapers on plans/bids for Pointe Interior island xeriscaping. Bear Ridge island work is in progress. Balmoral island bid for \$14692 approved by the Board for work to be completed as soon as feasible with seasonal weather.
- Ⓢ Pointe Interior brick walls repair on Bear Ridge completed
- Ⓢ Reserve and Heights entrance wall projects approved and included in budget planning for 2016, Heights \$7893, Reserve \$8325, Right Source.
- Ⓢ Peak entrance walls/pillars project completed.
- Ⓢ Board approved bid from Quality Fence for replacing and upgrading the pool/rec area entry system, \$6000 for 2016 Common Pool Gates, with possibly security upgrades to be considered, added to 2016 budget.
- Ⓢ Bid requested for painting and cleaning Pointe Interior walls.
- Ⓢ Peak Cliff Park natural lot clean up approved for 2015 Peak Improvement funds, \$1137, Benchmark.

New Business:

- Ⓢ The Board approved the minutes of the Sept 17 Board Meeting

- ⌚ HOA Violations Policy was sent to the HOA attorney for review, add'l changes per his guidance will be made and addressed in next meeting.
- ⌚ Board approved the Landscaping contract proposed by Benchmark for 2016, new costs entered into 2016 budget.
- ⌚ New First Service Residential contract pending.
- ⌚ Board approved of Julie Agena as District 9 Neighborhood Alliance representative with \$50 dues, and the President or designee will represent the Board at Wilderness Oak Alliance meetings.
- ⌚ Board approved a proposal from Benchmark for \$1084 plus tax to convert many spray irrigation heads into bubblers which will improve water efficiency, 2015 Common Irrigation.
- ⌚ Board approved a pending bid from Oracle to replace the shade sail over one of the playscapes that was damaged in the last storm, \$1200 plus installation, 2015 Common Improvements.
- ⌚ Board approved a proposal from Benchmark for \$1960 to convert dirt/grass strips on Balmoral corners near sidewalks to river rock, eliminating 24 sprinkler heads, 2015 Common Improvements.
- ⌚ Board approved a proposal for a new reserve study, \$3600 from Reserve Advisors, and the item was added to the 2016 budget.
- ⌚ Board reviewed a proposal from The Underwood Agency for liability, umbrella, D&O and Workers Comp HOA insurance. The board approved the bid for coverage to start Nov 10 2015 when the previous coverage expires. The new premium amounts are lower than budgeted for 2015, and with expanded coverage and lower deductibles. The new amounts were added to the 2016 budget.
- ⌚ Board approved a bid from APAC-Texas Inc for asphalt repair in the Reserve for \$4491, amount was added to the 2016 budget.
- ⌚ Julie reviewed current reserve fund status and recommended continued aggressive reserve fund savings in Common, Reserve and Heights areas based on previous reserve study targets.
- ⌚ Julie presented the 2016 budget draft.
- ⌚ Board approved increasing the Heights interior assessments by \$56.50 so that add'l funds may be placed into reserves.
- ⌚ Board approved increasing the Reserve interior assessments by \$55.50 so that both asphalt repair and entrance wall repair projects can be funded in 2016, and add'l reserve funds can be saved in future years.
- ⌚ Board elected its officers: Ryan Sweeney, President; Annie Ortega, Vice President; Julie Agena Treasurer and Secretary.
- ⌚ Board selected committee liaisons: Recreation, Jeff Clay; Security, Dennis Westberg; Landscaping, Garland Scott; Communications, Annie Ortega; Social, Jeff Clay; ACC, Dennis Westberg.
- ⌚ Next hearing offered to homeowners will be Dec 3. Annie reviewed hearing schedule for 2016 and board directors are asked to commit to attending at least two.
- ⌚ Next Board meeting Nov 11 at 6:30.

Meeting adjourned at 10 p.m.

Respectfully submitted by Julie Agena
