

**CLARIDGE POINTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

January 17, 2018

Minutes**CALL TO ORDER, WELCOME AND INTRODUCTIONS, ROLL CALL, DETERMINATION
OF QUORUM**

The meeting of the Claridge Pointe Homeowners Association Board of Directors was called to order at 5:42 p.m. by Harry Tolles. The meeting was held at the Community Conference Room at the back of Raley's Grocery Store at 1075 N. Hills Blvd., Reno, NV 89506. A quorum was established with four (4) of the five (5) Board Members present.

Board Members Present:	Harry Tolles Faye Emerick Janine Lindsey Lorraine Lee	President/Treasurer Vice-President Secretary Director
Board Member Absent:	David Tinder	Director
Others Present:	Don Lamers	Supervising Community Manager, Associa Sierra North

HOMEOWNER COMMENTS/CONCERN**141 Platinum Pointe:**

Owner thanked the board for moving the meetings out to Raley's Community Conference Room in Golden Valley.

MINUTES**Approval of November 28, 2017 Board Meeting Minutes**

Management provided the Board with the November 28, 2017 meeting minutes for review.

MOTION: H. Tolles moved to approve the November 28, 2017 board meeting minutes as written. J. Lindsey seconded the motion. Motion carried unanimously.

FINANCIAL REPORTS

- a) **Current Un-Audited Financial Statements** – Management provided the Board with the financial statement dated November 30, 2017 that included: current year-to-date schedule of revenues and expenses for the operating and reserve account, compared to the budget; current reconciliation of the operating and reserve accounts; and latest account statements prepared by the financial institutions in which the accounts are maintained.

H. Tolles provided a summary of current funds available, outstanding payables, and accounts receivable.

MOTION: H. Tolles moved to accept the November 30, 2017 unaudited financials. L. Lee seconded the motion. Motion carried unanimously.

H. Tolles asked if the Alarm System G/L could be modified to Surveillance System. Management stated this could be accomplished.

b) Reserve Transfers Update

H. Tolles stated that the reserve transfer for December 2017 was still not completed. He reiterated his desire to have the Reserves Transfers made on the first of each month. He stated that January's reserve transfer has still yet to be completed.

c) Insurance Billing Issue

H. Tolles stated that the Business Key, Commercial Umbrella, and Workmen's Comp Insurances are all billed together. But the D&O Policy is billed separately. Management will follow up with American Family and provide a reply with respect to insurance billing.

OTHER BOARD BUSINESS

Diamond Pointe Fire Break Cleanup

H. Tolles confirmed the area around Diamond Pointe has been completed and they cleaned more area along Brookshire. He stated that the new manager in charge of the account is responsive.

Surveillance System - Update

H. Tolles stated that there was a yearlong fight with Burgerello regarding the DVR placement. Burgerello asked if they could station the DVR at Burgerello, but the DVR was back at the gate. Burgerello installed a fan and a heater in the DVR Box at the gate. Burgerello has guaranteed that if the product breaks they will replace it at their cost. H. Tolles stated that the installment of \$2,517.44 is due to Burgerello for the second year of the lease under the five (5) year lease agreement.

Reno Green Clean Up - Update

H. Tolles stated that this task has been accomplished.

Golf Course Committee Budget for Community Signage/Event – Update

H. Tolles stated there was no update but that the committee will schedule a meeting at their convenience.

Review/Approve Sealed Bids for Curb Painting and Re-Stenciling Work

H. Tolles stated that it has been five years since Applied Pavement did an evaluation of the streets at Claridge Pointe. H. Tolles stated that he would like the updated evaluation prior to the work being done. Bids were reviewed and discussed.

MOTION: J. Lindsey made a motion to approve the bid from Surface Prep and Maintenance in the amount of \$5,524.72 for the Curb Painting and Stenciling work, after the report from Applied Pavement is received. Faye Emerick seconded the motion which carried unanimously.

Review/Approve Sealed Bids for Asphalt Crack Sealing

H. Tolles stated that it has been five years since Applied Pavement did an evaluation of the streets at Claridge Pointe. H. Tolles stated that he would like the updated evaluation prior to the work being done. Bids were reviewed and discussed.

MOTION: H. Tolles made a motion to approve the bid from Asphalt Protectors in the amount of \$2,950.00, for asphalt crack sealing after the report from Applied Pavement is received. L. Lee seconded the motion which carried unanimously.

Transfer of Ownership of Claridge Pointe Website

H. Tolles informed the board that the Claridge Pointe Website administration and billing was transferred to Associa Sierra North, Management, Don Lamers. H. Tolles stated he will still update the website.

Intermittent problems with North Claridge Vehicle Gate Phone Commands

H. Tolles passed out the Gate Opening/Closing codes to the Board. Management stated that he contacted AT&T to have a line test conducted on the North Gate side. In addition, Management contacted Dean from Tholl Fence to discuss possible issues. Tholl stated they would provide a bid for a new mother board for the North Gate. It was confirmed that using a landline there is usually no issue.

Repair Passage Gates

The walking gate at 7690 is broken and we need to repair it by replacing the panic bar with a passage lock set. A bid was received from ABC Lock and discussed. J. Lindsey asked if they could retrofit all passage gates at one time. Discussion was had.

MOTION: J. Lindsey made a motion to approve the cost of \$850.00 for the repair of all four gates and the removal of all four panic bars to be retrofit with passage locks. H. Tolles seconded the motion which carried unanimously.

Retrofitting South Claridge Lamp Post Lighting to LED

Bids were reviewed and discussed.

MOTION: F. Emerick made a motion to approve the bid from Jensen Electric in the amount of \$1,025.00 for the installation of (2) LED lamps. H. Tolles seconded the motion which carried unanimously.

J. Lindsey asked if the lights could be turned on its axis so that it could illuminate the gate key pad. H. Tolles stated it might be better if a light was installed over the key pad instead.

Pillar at 7705 N. Claridge Repair

Bids were reviewed and discussed.

MOTION: H. Tolles made a motion to approve the bid from APS Group, Inc. in the amount of \$2,120.00 for the removal and replacement of the CMU Block Pillar at 7705 North Claridge Pointe Parkway. L. Lee seconded the motion which carried unanimously.

MANAGEMENT REPORT

Management explained that he contacted AT&T on 1-8-2018 to discuss the increased billing. He found out that the contract had expired at which time a \$55.00 per month was negotiated for phone line at North Claridge until 1-8-2020.

Board Committee Members:

No action was taken. No report was given.

LEGAL

Nothing was discussed. No action was taken.

DISCUSSION ON FUTURE AGENDA ITEMS

J. Lindsey asked if there could be lighting over the S. Claridge Pointe call box installed to illuminate the call box at night.

H. Tolles asked that a contract from Applied Pavement be received for a complete evaluation of the roads at Claridge Pointe.

The next board meeting is scheduled for Thursday, March 22, 2018 at 5:30PM.

HOMEOWNER COMMENTS

There were no homeowner comments

ADJOURNMENT

There being no further business, H. Tolles moved to adjourn the meeting at 6:55PM. J. Lindsey seconded the motion. Motion carried unanimously.

Respectfully Submitted by:

Approved by:

Don Lamers
Supervising Community Association Manager
Recording Secretary
Associa Sierra North

Janine Lindsey – Secretary
Claridge Pointe Homeowners Association