

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

March 22, 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 5:33 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 three (3) of the five (5) Board Members present.

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

HOMEOWNER COMMENTS/CONCERN

No homeowners were present. No comments were made at this time.

MINUTES**Approval of January 17, 2018 Board Meeting Minutes**

Management provided the Board with the January 17, 2018 meeting minutes for review.

MOTION: H. Tolles moved to approve the January 17, 2018 board meeting minutes as written. L. Lee seconded the motion. Motion carried unanimously.

FINANCIAL REPORTS

- a) **Current Un-Audited Financial Statements** – Management provided the Board with the financial statement dated January 31, 2018 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.

The operating balance as of January 31, 2018 was \$27,781.12 and the balance in the reserve account was \$270,821.61.

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

MOTION: H. Tolles moved to accept the unaudited financials through January 31, 2018. 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 January and February 2018 were completed on the first of the month and it seems the issue has been rectified.

c) Insurance Billing Issue

H. Tolles stated that the Business Key, Commercial Umbrella, and Workmen's Comp Insurances are all billed together and paid in full each year. He stated the D&O Policy is billed separately.

d) AT&T Billing

H. Tolles stated that there is a bill from AT&T and wanted to know why the pricing on the North Side Billing has increased by \$30.00. H. Tolles would like to have Management follow up with AT&T to see if they can get a reduced rate on the billing for the AT&T bill for the North Gate.

OTHER BOARD BUSINESS

a) Applied Pavement Technology Proposal (Asphalt Consultant) – Approve Contract – Action

H. Tolles stated the report from Applied Pavement Technology indicated that in 2014 the slurry seal was \$19,920.00 and now it has been estimated a cost of \$31,910.00 an 85% increase. H. Tolles stated that it would cost \$245,661.00 to do an asphalt overlay in 2018. In 2015 it was estimated at \$136,395.00 and at 3% inflation the Association would have allocated \$158,000.00 in reserves as of today. The full Reserve Fund is \$270,821.61 as of January 2018 and so the fund would not support an overlay. This means the Board would need to choose another maintenance option for the roads.

MOTION H. Tolles moved to approve the contract with Applied Pavement Technology in the amount of \$3,350.00 for the Asphalt Evaluation Report. J. Lindsey seconded the motion which carried unanimously.

b) Lighting Installation Over South Claridge Pointe Key Pad – Bids – Action

Management contacted Jensen Electric and they stated that perhaps an adhesive or Solar LED Light could be purchased at a local store and installed in the keypad hood. They did not physically go look at the request. No bids were available at this time. This item was postponed to the next meeting.

c) Reinforce Keypad Mount at South Claridge Bid – Action

Management contacted Tholl Fence (775) 358-8680. However, no pricing or option was received at this time. This item was postponed to the next meeting.

d) Retrofit of Passage Gates/ Repair of Passage Gate – Bids – Discussion /Action

Management stated he had written a letter to Marty Maher at ABC Lock & Glass to inform them that they would not paying invoice 34888 and he agreed. During the month, Management met with Desert Locksmiths (775) 329-1600 and was informed that in order to modify from the panic bar style pedestrian gate to a commercial pass through handle the gate would need to be modified. H. Tolles stated that all four of the pedestrian gates need to be repaired. Management stated he

had contacted Deluxe Welding to get pricing to modify the gates for the commercial passage handles.

Management asked if the board would approve an amount to have Deluxe Welding do the necessary modifications and repairs.

MOTION: H. Tolles made a motion to allocate \$1,000.00 with Deluxe Welding to get the four pedestrian gates ready for pass through handle installation or to ratify the actual cost at the next meeting. J. Lindsey seconded the motion which carried unanimously.

e) 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.

f) Intermittent problem with North Claridge Vehicle Gate Phone Commands - Status

H. Tolles stated that the gate was working throughout the snow storms, but that there is something intermittently wrong with the line. Management stated that the line test was conducted on March 12, 2018 and that it tested clean, but that perhaps there was a hardware issue with the gate.

MANAGEMENT REPORT

Management submitted a written management report dated March 1, 2018 for the board review. Management provided a sample 2018 Annual Calendar for board review.

H. Tolles stated that on March 19, 2018 there was a report that an Enterprise Truck caused damage to the concrete barrier in front of 3 Brookshire Drive.

Management stated that Associa is rolling out TownSq in real time interactive application that can be downloaded to your cell phone. This should allow for neighbor to neighbor communication to improve.

Management reported that the lighting installation at the south gate was completed and the pillar repair at 7705 N. Claridge Pointe was completed.

Management asked if the Board would like a newsletter produced for the community. The Board stated not at this time, but notices should be placed on each door regarding the road work to be conducted. H Tolles suggested that the next time slurry seal is done, letters should be sent out to all homeowners and occupants concerning their responsibility for damages should they walk or drive on the slurry seal prior to its drying. During the 2014 Slurry Seal, \$4,400 worth of damage was done by homeowners and occupants who drove their cars on the seal prior to its drying.

Board Committee Members:

No action was taken. Discussion was had about people passing away in homes and what is the protocol.

LEGAL

Nothing was discussed. No action was taken.

DISCUSSION ON FUTURE AGENDA ITEMS

H. Tolles stated that on March 19, 2018 there was a report that an Enterprise Truck caused damage to the concrete barrier in front of 3 Brookshire Drive.

The next board meeting is scheduled for Tuesday, May 15, 2018 at 5:30PM.

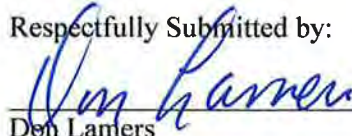
HOMEOWNER COMMENTS

There were no homeowner comments.

ADJOURNMENT

There being no further business, H. Tolles moved to adjourn the meeting at 6:15PM. L. Lee seconded the motion. Motion carried unanimously.

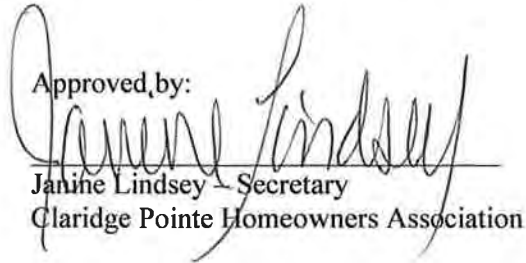
Respectfully Submitted by:



Don Lamers

Supervising Community Association Manager
Recording Secretary
Associa Sierra North

Approved by:



Janine Lindsey - Secretary

Claridge Pointe Homeowners Association