

ANNUAL MEETING MINUTES

Sierra los Pinos Property Owners' Association
Annual Membership Meeting
Saturday, September 12, 2020 2:00 p.m.

Board Members present: Paul Lisko, Cindy Hines, Jeremy Oepping, Dave Stuedell, Tamara Weary, Ann Cooke and Josh Toennis.

SLPPOA Members Present: Geraldine Burnworth, Sumner Dean, Paul Rightley, Kristi Cross, Jack Nyhan, Alexander Wold, Shae Sanger, Jen Lake, Mary Moore, Suzanne Star, Kevin Stephens, Tim Harrison, Wendi Brunish, John Fredlund, Brett Scheiner, Richard Thomson, Matthew Filer, Sarah Matthews, Sandra Partridge and Harold Corn.

Meeting was called to order by President Paul Lisko at 2:06 p.m. As 1/3 of the eligible membership was not present, there was no quorum so there were no motions made or votes cast. This meeting was for informational purposes only. We were unable to approve the minutes from the 2019 Annual Meeting.

Officer's Reports

President's Report by Paul Lisko -

Due to the Covid outbreak, the last in-person board meeting was held in March. Starting with our April meeting, all meetings have been held virtually via the zoom platform. On April 18th, a general meeting was held to answer questions regarding the proposed bylaw amendments. The board took comments received at that meeting and made revisions to the proposed bylaws. In May, a notice went out announcing another general meeting for the purpose of voting on the proposed bylaws scheduled for June 13th. The meeting was held on June 13th via Zoom. Afterward, board members Lisko, Hines and Weary met with members Hunter, Nyhan and Partridge went to the fire station to accept any additional ballots that were not already received by mail. A count of the ballots received did not meet the quorum needed for a vote.

Secretary's Report by Cindy Hines-

New members to SLP since last annual meeting are:

Robert Eaton
Andy and Melissa Cogdill
Scott and Holly Gould
Shawn and Lanessa Amburgey
Brett Scheiner and Mary Wise
Joseph and Sarah Matthews
Jozsef Bakosi
Terry Stright

Cindy welcomed the new members and invited them to get involved.

Treasurer's Report by Jeremy Oepping-

1. Financial Status

a. The balance in accounts as of August 31, 2020 is as follows:

Operating Account: \$143,048.01

Reserve Account: \$117,121.74

b. Past due accounts: We have 17 delinquent accounts totaling \$9,190.17. Of the 17, 9 accounts owe very minimal amounts attributed to unpaid interest.

Expenses

The first chart shows the YTD 2020 SLPPOA total expenses through August 31, 2020.

Administrative Costs in the amount of \$18,898.45 which includes costs such as:

- Accounting/Tax Prep fees
- Bad Debt
- Insurance
- Legal Fees
- Lien/Collection Costs
- Management Fees
- Travel Mileage
- Office Supplies
- Postage
- Printing
- Safe Deposit Box

Operating Account into the Reserve Account which is \$5,333.36.

Common Areas in the amount of \$59,665.65 The Common Areas include:

- Certified Water Operator
- Line Location services
- Parks
- General Water - Repair & maintenance
- Water System 1 - Repair & maintenance
- Water System 2 - Repair & maintenance
- Repair & Maintenance - Roads
- Snow removal
- Water Conservation Fees/Taxes

Taxes and Other Expenses - \$110.00. This includes:

- Boundary Surveys
- Corporation Commission Fee

Taxes - State

Utilities at \$6,269.69.

a. Water Expenses

On the next chart the Water expenses are further detailed:

Repairs & Maintenance of Water System 1 - \$14,347.60

Repairs & Maintenance for Water System 2 - \$3,970.81

General Water Repair & Maintenance - \$2,558.59

b. Largest Expenses

On the next chart the Largest expenses (over \$1,000 YTD) are further detailed:

Repairs & Maintenance of Roads - \$37,014.59
Repairs & Maintenance of Water System 1 - \$14,347.60
Utilities - \$6,269.69
Insurance - \$5,194.96
Legal Fees - \$4,644.82
Repairs & Maintenance for Water System 2 - \$3,970.81
Accounting/Tax Prep - \$3,505.94
Management Fees - \$3,434.72
General Water Repair & Maintenance - \$2,558.59
Snow Removal - \$1,588.14

Water Report by Tamara Weary

Submitted by Harold Corn and Read by Tamara Weary
2020 SLPPOA Water Maintenance Report
Maintenance & Meter Highlights

System 1:

- Two well pumps were replaced on June 10, 2020.
 - This extreme emergency facilitated for the first time ever, transfer of water from System
- 2 to System 1.
- A main/fire stand leak was discovered and repaired on June 17, 2020 at FR 10 & Hovenweep
- Loop.
- Two homeowners were notified of excessive water use along with the leak flag set
 - The homeowner on Bonito Way found and repaired a yard line.
 - The homeowner on Hovenweep Loop was outside watering excessively. He was shocked to hear how much water was being used thus reduced that amount considerably.
- Upgraded the Hovenweep well on August 4, 2020, with a high-pressure tank to facilitate standalone operations when it is necessary to isolate from the System 1 main storage tank farm.
- Replaced a meter head and transmitter on Trilobite on May 14, 2020.
- Worked with Jemez Mountains Electric Coop on Scout's Lane for two occasions for underground high voltage power line replacement in the vicinity of our water lines.

System 2:

- The original, main line Pressure Regulator Valve (PRV), near the booster station failed and was replaced on April 11, 2020.
- Isolated a large leak on Lauer Lane on April 11, 2020.

- Repaired the leak at on Lauer Lane on April 17, 2020.
- Two homeowners were notified of excessive water usage and leak flags were set.
Both homeowners on Los Griegos were responsive and repaired their service line leaks.

**No main lines were replaced over the past year. A new plan is in the works. A PE has been consulted for future upgrades. A Water Operator has been contracted.

*** Calculations from the August 1, 2020 meter readings reinforce the fact we are lowering our Main

Line Leak Rates (lowest reported since records have been taken):

- System 1 - 4.4 gpm
- System 2 - 0.4 gpm

2020 SLPPOA Water Compliance Report

Water sampling is required for Public Water Systems by the New Mexico Environmental Department Drinking Water Bureau (NMED DWB).

The 2019-2020 Sampling Schedule included:

- Routine monthly samples are collected for Total Coliform, Fecal Coliform/E.Coli, and the disinfection residuals are reported and filed with NMED for each water system by our Water Operator Frank Naranjo. All monthly Samples for the year reported Total Coliform & E.coli as "absent".
- Stage 2 Disinfection Byproducts sampling was completed in Sept 2019. The results were non-detect for all compounds.
- December 2019: SLPPOA sent a signed Asbestos Questionnaire to the State for the 2020-2022 sampling period stating that no asbestos or asbestos generating equipment/materials are present in the SLPPOA water system.
- January 2020: SLPPOA paid their annual dues to remain a member in the NM Rural Water Association.
- March 2020: SLPPOA received a non-compliance violation for not submitting the annual disinfection and disinfection by-products monitoring and reporting in May 2019. A letter was received from the NM State Drinking Water Bureau dated 03/04/2020. The non-compliance violation will be included in the 2020 CCR to the NM Water Bureau and to all SLPPOA residents.
- Total Trihalomethane samples were collected and reported in June 2020 and were reported as non-detect for all compounds.
- CCR (Consumer Confidence Report) was drafted and posted on the SLPPOA water web page in June 2020 and was emailed out to the general membership on 06/30/20.
- Lead and Copper Drinking water samples were collected in the SLPPOA community in June 2020. The results were returned in August 2020 and all were within SDWA reporting limits except for one home in System 1. That home was re-sampled for lead and copper in August 2020 and the results are pending receipt.

- Note: There are no lead or copper pipes within either System 1 or System 2 of the SLPPOA water system. Therefore, a test result above the reporting limit indicates that the home has these analytes somewhere in the plumbing and that they are leaching into the home water system.

Roads Report by David Stuedell

- 1) We had two truckloads of cinders delivered to SLP fire station on 2/4/20 – Please fill up your cinder bin before winter. There are also new bins in storage, if you need a replacement.
- 2) Last winter we had 6 plowings and 4 sanding's which left 1 of each not used in the base contract. We plow when there is 4" of snow or more. Please keep your car off the road if it snows.
- 3) Road grading took place starting on May 26 for about three days at a cost of \$29,900 for the grading and \$6,200 for 5 loads of packed fill for a total of \$36,323 with tax.
- 4) Please keep your culverts clear so that the run-off from the ditches does not erode the graded road.
- 5) We have three culverts planned for placement in the next month, they are being cut to size now, cost \$5,604 for this work. If the culvert goes across a drive-way we ask the property owner to pay for the culvert and the association pays for the labor, otherwise the association pays for the culvert.

Legal Report by Paul Lisko

As noted previously, a meeting was held April 18th to discuss proposed amendments to bylaws. Members requested change in language to four of the bylaw amendments.

In May, a water shut-off policy was in the works to coincide with the Excess Water Use amendments, should it pass. I included a leak forgiveness policy for members who are proactive in fixing leaks, deal with non-compliant water users in the community, set specific requirements for the Sandoval County Fire Dept to follow when they need water to fight approaching wildfires. Once the board has a working draft, we would like to send it out to the membership for input.

An MOU was drawn up and signed between the board and member Robert Eaton to allow access through Eaton's property for access to the water storage tanks on upper Los Griegos. Part of the agreement was that SLPPOA would put up a privacy fence between Eaton's home and the tanks to hide them from view. SLPPOA has three years to complete this work.

A contract was drawn up and negotiated between the board and John Hines to work as our water systems operator. The contract was signed and Hines began work in August.

A new law firm was engaged by the board. HOAMCO recommended several law firms that specifically work with homeowner/property owner associations. After receiving information from some of the firms, the board selected Turner Law Firm in Albuquerque to represent us.

Prior to the August 8th election, President Lisko reached out to Turner Law Firm and they confirmed that it was acceptable to use the unopened ballots from the June election, provided that ballot had not changed, which was the case. Several board members reached out to dozens of members to ask them to vote. We had a quorum of 60% of eligible members to hold the election, the ballots were counted and each amendment had a majority of votes in favor of the amendment. In a later discussion with legal representation, it was discovered that each amendment needed 60% and not a simple majority of votes to pass, so none of the amendments were passed.

Firewise Report by Ann Cooke

Sierra Los Pinos continues to participate in firewise activities for 2020. Though Covid closures have cancelled planned annual emergency planning workshop in April, the La Cueva Volunteer Fire Department provided chipping services twice during the summer (mid June & July), which will be reported to the National Firewise program in support of our annual Firewise Community certification. Also included in the report will be the time spent visiting property to help with home/fuel assessments.

In years past, I have passed around a sheet asking SLP members to estimate how much time and/or money members have invested in the past year at reducing fuels on their property. This could include cleaning gutters of pine needles and leaves, raking pine needles, removing ladder fuels, creating defensible space around a home or thinning across our outlying property, to even splitting wood. A volunteer hour in 2020 is stated as being worth \$27.20 and each hour of your time or real dollars spent reducing fuels counts toward the annual investment asked by residents of our firewise community to continue our certification. This year when we are not gathering together to pass around a sign-up sheet to quickly and easily estimate your Firewise investment, I'd like to ask that you take a little time and hope you will take the initiative to contact me in an email to firewise@slppoa.org and give me an estimate, along with your Unit/Lot number and name.

If you would like to engage in a conversation about your home's defensible space and/or fuel assessment, please feel free to contact me via email (firewise@slppoa.org or abcooke@q.com) or phone (505 662-7195) and I'd be happy to take the time to visit and discuss with you and/or help you assess your situation. You can also find information about Home Assessments in the next newsletter

Architectural Report by Josh Toennis

Six requests this year for architectural reviews, everything from roof replacements to building a new shop. They have added two new members to the architectural control board: Keith Rigney and Scott Gould. They join the three members already on the committee so that reviews can be completed more expediently.

Parks and Open Space Report by Cindy Hines

Regular maintenance such as lawn mowing, tree trimming and playground equipment inspections have been ongoing throughout the year. Regarding the playground by the fire station, it was noticed that there is a dangerous proximity of the area where children play to the SLPPOA storage shed and materials and equipment located outside the shed. It was decided that a fence should be built to separate these areas. We will be repainting/staining the picnic tables. It was suggested that the monkey bars be removed from the fire station park for safety reasons.

The open space behind the homes on Trilobite has a lot of downed trees that could be considered a fire hazard and the board is looking at the possibility of letting members volunteer to remove those trees or hire a commercial tree removal company to take care of them.

Old Business

Bylaw Amendments: The board spent many hours this year attempting to pass amendments to the SLPPOA Bylaws that were drawn up by previous boards and never acted upon. An informational meeting was held in April, an election was held in June where there was no quorum met, another election was held in August where a quorum of eligible votes was received, but the amendments did not pass with 60% of members in favor of each amendment.

Electronic Voting: The board may use an electronic format for elections in the future. It will still need to be a hybrid system of electronic and mail in ballots since some members have not provided email addresses and will refuse to vote electronically.

New Business

Upgraded Cell Phone Service: The goal of the board is to enhance cell service in the area by placing a cell phone tower within or near the subdivision. A committee has been formed and David invited others to join. Options are to have Verizon put up a tower, have SLPPOA to put up a tower or put up a Verizon network extender. The extender might be possible if we get the LANet to provide high-speed internet, which is in the works. John Fredlund mentioned that great internet is a little over a year away through projects in place by Elon Musk. Member, Alexander Wold had some suggestions about where to place a tower. Member, Lissa Moore suggested contacting our legislators and putting pressure on them to help us get better service. Alexander also suggested getting LANL to write a letter of support since so many residents also work for the Lab. The board considered purchasing property at the top of High Road to place a tower. Jack Nyhan suggested that perhaps Bootzin might have a lot where we might place a tower.

Volunteer Appreciation: The board would like to thank Harold Corn, Mark Stanley, Sandy and Ed Partridge, Sally Hunter, John Fredlund, Jack Nyhan, Tom Carter, Tom Cross, Josh Roybal and Justin Jones. Each will be sent a gift card.

Election of New Board Members

Since we did not have a quorum at this meeting, nominations from the floor could not be entertained at that time. A nomination committee will be formed and headed by secretary Hines. She will solicit statements from candidates and create a ballot to be mailed out with a notice of special meeting to all members at least 15 days prior to that meeting. Hines invited the members present to volunteer to be on the nominating committee.

President Lisko adjourned the meeting at 4:25 p.m.