

**T MINUTES**

**SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION (SLPPOA)  
BOARD MEETING**

July 13, 2021 (Final Draft)

**1. CALL TO ORDER:** @ 6:35 p.m.

**2. ROLL CALL:** (P - Present, E - Excused, A - Absent without notification)

President - Paul Lisko	P	Water Maintenance - John Hines. Non-Voting.	P	Legal – Paul Rightley	E
Vice President – Keith Rigney	P	Water Compliance-John Hines. Non-Voting	P	Firewise - Ann Cooke	P
Secretary – Geraldine Burnworth	P	Roads - Dave Stuedell	P	Architectural - Josh Toennis	E
Treasurer - Jeremy Oepping	P	Parks - Cindy Hines	P		

GUEST(S): Suzanne Star and Harold Corn

**3. APPROVAL OF AGENDA:**

Jeremy Oepping made the motion to accept the agenda. Ann Cooke seconded the motion. All approved.

**4. APPROVAL OF THE MINUTES:** Approval of 6//2021 Board Meeting Minutes. Cindy Hines made the motion to approve the Minutes, and David Stuedell seconded the motion. All approved.

**5. OFFICER REPORTS:**

**President – Paul Lisko** reported:

- Paul said regarding the Engineering Firm that the Attorney was in our best interests. NV5 was ready and own all rights to design. Attorney said no. Paul signed off on agreement. Paul sent an invitation to attend on 6/29/21. Paul took notes and transcribed. Suzanne found omissions. Opening floor to allow Suzanne to comment. Suzanne said that the leak rate was below 40-50% on System 1. 1% unreasonable leak rate made position calibrated on time. Correction on synopsis. John said he found discrepancies on Mark’s calculations. 1) About close to 50% leakage rate for System 1. 2) Need to have rates re-calibrated. 3) A couple houses on System 1 not on System 2. 4) Getting issues taken care of. 5) Need to find out the last time they were calculated. Paul asked if there were any other comments with response synopsis. Jeremy said that if we are constantly doing the calculations, consistency is a higher value. John said that Mark has left J. checking on calculations. He said to do it the same way for exact figures. Upgrade system 1. Suzanne asked about water billing, and said to be careful with calibrations. Master meters calibrated correctly. Get a better and precise meter reading. Make sure they are properly calibrated. She said that she thinks that John will be checking into all that. John said he concurred with Suzanne. Paul asked for any other comments about meters in synopsis. Suzanne will send her notes to Paul. Paul mentioned an email inquiry to NV5 funding policies from Eichwald the District 5 Commissioner of Sandoval County. Paul originally met him when Paul was a ranger. The Commissioner asked Paul what he was doing these days. The Commissioner recommended that Paul reach out to State Representative Chandler. NV5 is interested in acquiring funds. Approach in tantum with NV5 or by ourselves.

Paul asked if there were any questions. Paul had a final request for reimbursement for ATV fuel of \$22.05. Cindy Hines motioned to reimburse, and Keith Rigney seconded the motion. Keith said that documents forwarded to anyone has no legal binding so we can charge. Paul said not to charge them at all. Scott Turner and Keith Rigney would like to charge, and how much? The Budget is only toward water & roads. They would like to get some feedback from the Board. Unit 6 has no assessment genre for these lots. Paul said all or nothing. Charge the \$905.00. Everyone charged. Paul said that the Attorney disagrees with not charging. Does not have to be equitable. Paul said we don't have to charge the lots in Unit 6. He said he is alright with charging something equitable. Paul said that we can justify charging a lesser amount.

They are not getting all services. Cindy said that she thinks they should be charged something. Ann agrees, and said to make it clear that we are not obligating ourselves. Jeremy agrees and provided a list of what was important to have: 1) Percentage, 2) Calculations, and 3) Make sure its clear of non-inclusion items. Suzanne asked Jeremy if we were proposing to go ahead and charge an adjustable amount accordingly every year? Jeremy said to go with the percentage. Suzanne said that if SLP goes into a water billing situation, that there are 2 situations 1) Major service with roads, and 2) Realize that part of SLPPOA is not water. Paul said that lots in 6 have their own source of water. \$1,000.00 cuts down to \$600.00. 40% goes out of 600. Word in a fashion that it covers roads. Paul said some percentage but without the water. Scott Turner drafted something. Can be adjusted to reflect what Jeremy and Suzanne are saying. Breakdown from current budget if take out number for water percentage is going up. David asked if access the parks too. Paul said yes. Harold asked if it has been agreed upon if new owners are going to be members. Benefits can be determined. Paul said that Restrictive Covenants have been already accepted. Suzanne asked If they don't become new owners, could owners subdivide into smaller lots. Paul said that they have to follow the Restrictive Covenants. The assessment does not have to cost the same as everyone else. There is no subdivision, pay fee to join, agree to contractual, and agreement annually. David asked if they get five votes. Jeremy asked if they have five assessments. Paul said five lots five assessments. Ann has observed that people have purchased more than 1 lot, and should pay all assessments regarding the number of lots. Keith said its prorated for 6 lots. 30% -900, 300x6 =1800 assessment. Jeremy said that with more simple math for Treasurer and HOAMCO the contract should change and with that it changes. Keith said that there is plenty of information. There is a lot to cover. Keith will get it done.

**Vice President – Keith Rigney reported:**

- Keith said that documents forwarded has no legal binding so we can charge.
- Keith said its prorated for 6 lots. 30%-900, 300x6=1800 assessment. Keith said that there is plenty of information. There is a lot to cover. Keith will get it done.

**Secretary – Geraldine Burnworth reported:**

- There is a call into UWS regarding a dumpster for the community.
- The mailing task is coming up.

**Treasurer: Jeremy Oepping reported:**

- Jeremy- See Agenda: Gilstrap -Welcome Packet: He said that documentation was missing, Jeremy is working with HOAMCO to make sure of documentation. The address for welcome packet is Tyler Gilstrap 104 Tribulite Trail, Jemez Springs, N.M. 87025. Cindy asked about Financial Reports. David asked if we are on budget. David said that balances are not meaningful. Suzanne asked that regarding long term planning are we budgeting the operating account and reserve account? David said that we have issues coming down with the water system. Are we on budget? David said that it was exactly what he was saying. Jeremy said that part of through long term planning is

through reserves. He said 1) review for membership, and 2) financial conversation. David said that if the Board is happy budget can put us over.

1. The balance in accounts as of July 31, 2021 is as follows:

Operating Account: \$190,993.36

Reserve Account: \$124,620.54

2. As of July 31, we have 11 delinquent accounts totaling \$13,117.11. (reduction of \$280.88 from last month)

3. The July amount of \$666.67 was transferred to Reserves during the month.

4. There was one change in property ownership in June.

We welcome:

Steven D Godfrey 1571 Los Griegos Road

## 6. Hot Topics:

- **The mailing task is coming up.**
- **There will be voting for 3 Director terms.**
- **Paul reminded that Paul and David were elected and Geraldine was appointed. All for election. He asked if anybody was interested. He also asked if there were any recommendations for other people to run.**
- **Paul read the ballot draft. He said he really wants input. Jeremy said looking for the binding of a vote or show of hands. Paul said regarding language, the following is not binding. Decreasing annual dues is not binding. David said that a legal issue is 1) establishing change without a vote, 2) lower dues by \$40.00, (There are a lot of questions here that David has.), 3) weigh-in on billing system and by laws. Paul said he was not talking about 1) amended by- laws, 2) special assessment, 3) not trying to circumvent the process, 4) non-binding wording will be, 5) can exclude numbers, 6) not trying to get consensus with the membership. Ann had some suggestions 1) Call it or do an informal poll. (We want your opinion.) 2) Considering restructuring the fee system or dues. 3) How do you feel about it? 4) The intent is not to just change more. 5) Using the mechanism of the special assessment.**
- **Paul said to focus on the restructuring instead of excessive water system. Suzanne said that special assessments need to be equal. She also said to find out from the attorney if past issues or past laws are going to have a problem. She recommends that the Board is going to have to figure out what it's going to do about the water billing. Paul said that it is an equitable special system, and we'll get with attorney. It is equitable across the board. Paul will bring it up to the attorney. Suzanne said that the Board should 1) Figure what we are going to do, 2) Find out what we are going to do legally, 3) Start marketing the issue. 4) How are you going to proceed? 5) What is legally allowed to do? 6) Maybe you'll get some buy-in. Paul said presenting it as a marketing issue. David said that the special assessment has to be the same for everyone across the board. Paul said that it is going to be equitable based upon their usage. David said to see what the lawyer says. Ann said what's needed is 2/3 approval for special assessment. Paul said going the direction of equitable based on usage is the direction going. Keith said that goal excess water usage is not okay. Paul said we're hiring an engineering firm. John said that we have not a right to point a finger. Not okay. Continue fixing it. Charge a flat rate and add a special assessment for excessive water use. Paul said we are still charging people for leak rate. John said it seemed to charge someone for using water. Paul said there was concern for the decrease in revenue. Engineering group can figure it all out. John said that our revenue goes down. Paul said that it was time to move on. John asked if there were any emails sent to Scott about water. Paul said sure.**

- Suzanne said that long term assessment management plan is planned for in the future. It takes effort. Been tried before. Asset management is figured into long term. David said that we need a plan and how to address it. A clear plan. Jeremy said he will try to explain it and bring back something to the Board. David said that sounded good. Paul said that we would be presenting details to the attorney before mailed out to the membership.

## 7. STANDING COMMITTEE REPORTS:

- John said this was working now. Training with Harold and Paul. Harold and Mark have always done that. Harold did training. Water usage was down this month. 688 gallons for System 1. #59,000 usage. System 1 40% leakage rate. He was reading the report. David asked if the anonymous usage rates were down. John said he can do an anonymous usage report for him, and said that he can go on the website. David said okay. Suzanne looked on website and found nothing there. She said to check with the webmaster. John said that he would look into that. Suzanne said that the page on the website needs to be repaired. John said that he would look into that as well. Suzanne asked when the tanks will be due for inspection. John said this year. It hasn't been rescheduled yet.

### Water Maintenance – John Hines: July 2021

Water System Maintenance: 2021 Water Maintenance-Meter Report for 2021

Water System Maintenance: July 2021 Water Maintenance-Meter Report for June 2021

### Water System Maintenance:

- General – The Levelcon tank level monitors are still not working. Levelcon support was contacted and they are sending new sending units.
- Weekly well and pump inspection
- Sent out leak flag letters...see below
- Assisted 6 customers in leak detection and repair.
- Paul and I with Lee Taylor on any info on obtaining the water tank from Intel
- Attended training with Harold Corn on programming Meter Reader since Mark Stanley has moved. Paul Lisko also attended.
- Designed new Excel program for water reports.

Water Usage for June 2021: Meters were read June 1, 2021 by John Hines. Harold Corn provided the setup and distributed the Readings and report:

#### System 1

- Wells Pumped (688,172 gals., (714,360 gals....last month's data...)
- Usage 359,879 gals (381,934 gals.)
- Daily Average Household Usage =136.31 gals (140) gals/day
- Main Line Leakage Rate =48%
- Leak Flags Identified = 6(9) 6 repeat
- Users > 7,000 gals =13 (13); 5 with leak flags
  - 12,905 gals ( leak flag);
  - 8,959 gals (leak flag);
  - 11,407 gals (no leak flag);
  - 9,250 gals (no leak flag)
  - 8,104 gals ( leak flag)
  - 11,184 gals (no leak flag)
  - 21,046 gal (no leak flag)
  - 47,573 gal (leak flag)
  - 9,033 gal (no leak flag)
  - 10,360 gal (no leak flag)

- 8,101 gal ( leak flag)
- 11,354 gal (no leak flag)
- 12,231 gal (no leak flag)

Of the six (6) leak flags this month, six (6) are repeat leak flags from May and were contacted. 3 are being repaired. Excessive use letters are also being sent out.

#### System 2

- Well Pumped 201,300 gals, (234,520...last month's data...)
- Usage = 178,632 gals. (219,777) gals
- Daily Average Household Usage =96 gpd (110.77 gpd.)
- Main Line Leakage Rate =9%
- Leak Flags Identified =5 (6)5 repeat
- Users > 7,000 gals = 6(5);
  - 9,102 ( no leak flag);
  - 9,071 (no leak flag)
  - 9,693 (no leak flag)
  - 21,716 (no leak flag)
  - 13,729 (leak flag) repaired
  - 13,185 (leak flag) being repaired

On System 2, of the five ( 5) leak flags five were repeat leak flags from May and three have been or are being repaired.

Compiled 07/12/2021 by John Hines

Water Usage:

### **Compliance Report – John Hines Water Compliance Report**

#### July-2021 Water Compliance Report

#### Water System Coliform/Microbiological Reports:

- System 1 sample taken by Frank Naranjo, 06/12/2021, RT 002, 241 Trilobite Trail
  - Total Coliform - Absent
  - Total E. Coli - Absent
  - Disinfected, Residual 0.10 mg/l
- System 2 sample taken by Frank Naranjo, 06/12/2021, RT 006, 1223 Los Griegos Road
  - Total Coliform - Absent
  - Total E. Coli - Absent
  - Disinfected, Residual 0.09 mg/l

Compiled 07/06/2021 by John Hines

#### Water System Coliform/Microbiological Reports:

Compiled by John Hines

Water System Coliform/Microbiological Reports: John Hines

**Roads – David Stuedell Reported:**

- Ann said that snow plowing needs to be budgeted. David said that snow plows were not available yet. Dave R. might have someone to plow too. Plowing is a concern. For Road Maintenance, David asked if weekends or during the week of 8/16 - 8/19. Need 3 days for roads. Ditch bank problems? Cover culvert by Jeremy. Re-grating the road by Paul. Will ask Dave R. for a quote? There is a new culvert by David's area.
- Why we don't plow roads coming out of winter? Paul said that more roads might still be frozen. David said that May is the best time to plow. July has crazy rains so shooting for August. Keith said to do it earlier in the year. David said to bring it up next year in March. Keith said there are bad roads through winter. Jeremy said to submit a recommendation and go from there. David planned for August. There are smooth roads during the summer months. David mentioned Google thread. Keith mentioned the climate. Paul recommends August. Whatever you come up with. Paul said that for road work there is a culvert work on Scout's Lane and Aspen Grove. Keith asked if Scout's Lane and Aspen corollate. David said that he would take a look. John said that 2 of our home owners' roads don't connect. David said that for roads check roads/slppoa.org.. Cindy said to drive over and can probably figure it out. David said to keep your ditch clean. Keith asked for the newsletter and board meeting if there is a best way to clear out a culvert. David said it's back breaking work. Keith asked if there was anything on the marketing like a great culvert cleaner. John said that culverts are collapsed, and roads are a long way away that need to be done. Clean out the culverts individually then do correctly. Keith thankfully said to make an announcement. Paul thanked David.

**Legal** – Paul Rightley: No Report.

**Firewise** – Ann: No Report.

- Paul asked if there were any questions. Jeremy said thank you for running that down for the chipping. David asked if there were restrictions on burning. Ann said she was not sure, but for David to check with the Fire Department or Sandoval County. Paul asked if there was anything else.
- John said that Allstate is cleansing high dangerous areas. David asked if he had a limit. Paul said he didn't know if it came with options. Discuss what options might be. John said patient. Wildfire evacuation route. Paul said that people would be able to make it out through that fire route. Fire Department cannot maneuver turn. The cattle guard has to be addressed. Rough going. Backhoe. Erosion fix. N.M. Highway 4.
- Update from Ranger Riley- Rough going right now. A work in progress. Paul said need to check it out . Input on improvements needed. Keith take a vehicle through there. John said he will take pictures Monday. He will go through it. Paul said a 4 wheel drive is needed to get through.

**Architectural** –Josh Toennis reported:

- One new architectural request approved for construction of woodshed at 165 FR 10.
- No update on new ACC guidelines. Josh states he has not had time to work on them,

**Parks** – Cindy Hines reported:.

- Park's Day is on 7/17/21 @ 10:00 am. There will be a large sandwich, and water and drinks. We will repaint and freshen up. Trim back smaller trees. Shawn Weary a woodworker will install a sign. Posts-dig holes and put poles for walking through but no driving through.
- Email: David will send his list. Bonito Way and High Road. Cindy said that dead end signs were no turn around. A lot of these were identified. Cindy asked if there were any questions. Paul asked about line locator. Cindy will drive by to look at some post before she orders.

**8. OLD BUSINESS: Discussion about broad band internet.**

- David said they never got back to him. Paul said that for access to some of that capital outlay meet with representative, and would you be okay with that. David said yah he would be ok with that, a good contact. L.A.-Net- Fiberoptics in September? Windstream has it in LA Cueva.
- Small updates-Satellite will be in orbit. Paul asked if there was anything to add.

**9. NEW BUSINESS:**

**10. ACTION ITEMS:**

- Meadowell for System 1 went down. Replace pump in well. John said conserving water to get pump replaced this week. Would it be smart to have one in back-up? Jeremy thanked John for keeping the water flowing. Jeremy thanked everyone. John said there was a 30,000 gallon tank. Paul asked if it was for fire suppression activity. Paul said that Sandoval Attorney and our attorney would have to get involved. \$60,00.00 to get one tank moved up here. Reduction on interest rates. Who will be responsible for what? John said that there was still negotiating on that. Paul said that we would get the attorney to work out a deal. Ann asked about stilts. Paul said substantial and firm foundation. John said that the main goal was to get in the air up for negotiations too. Paul said a tank was is available. Forward progress. Suzanne asked what the total cost was. Paul said hopefully we will be able to work something out. Suzanne asked about insurance rates.

**11. NEXT MEETING:** 8/10/ 2021 at 1830 Hrs. (pm)

**12. ADJOURN:** Cindy Hines made a motion to adjourn the meeting at 9:16 p.m. Jeremy Oepping seconded the motion. All approved.

**13. EXECUTIVE SESSION**

Submitted by: Geraldine Burnworth