

**Minutes of the  
Sierra Los Pinos Property Owner's Association (SLPPOA) Board Meeting  
June 3, 2013**

**Call to Order**

Meeting was called to order at 6:57pm by Mr. Brophy, President. Also attending were Ms. Kilburg, Mr. Veverka, Ms. Fredlund, Ms. Pero, and Harold Corn

**Discussion of three bids received for meter installation project.**

Brewer Enterprises  
Dave Raue (DCS Enterprises)  
Desert Utilities

Mr. Brophy asks if all bidders were given the same opportunity to view the simplified RFP. Mr. Veverka says that all will be given the revised RFP, with intention to receive back final bids before June 18 meeting.

Comparison of three bids as follows:

Bidder.	Per Can.	Per Hour
Desert Utilities.	\$1500.	xx
DCS.	\$ 600.	\$150 (Raue and 2 workers)
Brewer.	\$575.	Xx
Miskemmen.	( no fixed price bid).	\$150. (Pete and 2 workers)

It was suggested that a warranty on labor be provided by bidder, with one year being the suggested time frame for warranty.

Mr. Veverka moved to rescind bid from Desert Utilities due to high cost.  
Ms. Fredlund seconded.  
Vote was unanimous.

Mr. Ververka was tasked with creating a simplified RFP with 11 steps, and send this revised version out to all bidders for final bids to be received before June 18 meeting. Bids will be for 50 cans installed, with dates of work being July 1 through Oct. 1 (90 days), and include the following information:

1. Excavate down to existing water line and valve.
2. Remove any other valves other than curb stops.
3. Install new curb stop valves on the incoming water line.
4. Install water meter cans furnished by SLPPOA.
5. Disinfect everything in the meter can and let stand for 24 hours. Check for leaks.
6. Backfill around and compact every 12" up, to grade. Insure that meter cans work properly.
7. Contact One Call in accordance with law.

8. Provide license and bonding information.
9. Confirm on site supervisor.
10. State time frame of work.
11. Provide expected payment schedule.

June 18 is final date to receive bids. The Board will hold a special meeting on June 18<sup>th</sup> to review bids and vote on a contractor.

Ms. Pero move to approve the revised RFP.

Ms. Kilburg second.

Vote is unanimous.

### **Discussion regarding cost overrun for materials and software purchase.**

An additional \$21k per year will be needed, to be taken first from water budget, and then, as needed, from reserve account. We are already overrun on parts by \$16,000. Now we need bids to come in closer to what was originally budgeted. Any issues identified that require repair during the installation project will be the responsibility of the Board or property owner, depending on the location.

### **Leak Detection Project**

Harold Corn reported that Dave Ponton did an excellent job on this project. Mr. Ververka picked up the parts needed. The suspected leak on Aspen Grove will be investigated by the leak detection company. Mr. Ververka indicated that a check valve is needed in the meter loop or gas will go right to the tank.

### **Meter for Fire Station**

Mr. Corn discussed the meter with Lee Taylor, Fire Chief, and the fire department will pay for parts. Mr. Corn suggested that we develop a memo of understanding with the fire department regarding the meter and water usage.

### **Water Levels**

Mr. Corn has been watching the water levels and it is evident that someone or several homeowners are watering. The watering is in the early morning, which can be seen by tank level monitoring.

Mr. Ververka will send out notices of when water needs to be turned off.

### **Adjournment**

Ms. Kilburg moved to adjourn at 7:45pm

Ms. Fredlund second.

Vote is unanimous.