

SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION
BOARD MEETING
May 19, 2015

Board Members Present: Stan Bennett, Peter Veverka, Judy Kilburg, Jack Nyhan, Scott Downing and Max Otero. Board Members Absent: Eleni Fredlund, Joe Brophy and Katie Ballman. Guests Present: Suzanne Star, Sabine Shurter, Mary Moore, Harold Corn and Lorraine Otero.

Meeting was called to order by President Stan Bennett at 7:15 P.M.

Mr. Downing made the motion to approve the agenda. Mr. Otero seconded the motion. Motion passed unanimously.

Mr. Nyhan made the motion to accept the minutes from the April 14, 2015 meeting. Mr. Downing seconded the motion. Motion passed unanimously.

OFFICER AND COMMITTEE REPORTS

Treasurer

Ms. Kilburg handed out the Budget and Expenditures report, which included the P&Ls and Balance Sheets.

Ms. Kilburg reported the following account balances:

Balance in Bank Accounts:
Operating Account: \$131,465.96
Reserve Account: \$61,797.85
Special Assessment Account: \$38,883.45

Uncollectable due to foreclosure remains at two properties totaling \$9,135.54.

Collection is possible on fifteen properties.

Total Past Due Collectable: \$13,998.24
Operating Account: \$6,520.54
Special Assessment Account: \$7,477.70

Sunland Management Company completed the 1st quarter review of SLPPOA books with no problems noted. A copy of their report will be posted on the website.

Invoices have started arriving for the meter can project. Expenses to date are \$36,716.05. Expenses are shown on the P&L statement, which is posted monthly on the SLPPOA website.

Five new liens were filed on members whose delinquent balance on the annual assessment was above \$500.00. Three of the five have since paid their balance.

Filed a protest on Unit 2, Lot 16 park as the taxes are not in line with the park in Unit 3. Haven't heard anything back as yet.

Water Maintenance

Mr. Veverka reported that there was a water leak on Los Griegos. It was repaired by Mr. Corn with assistance from Mr. Peterson.

Meter Cans

Mr. Harold Corn provided information on the status of the can installation. Thirteen cans have been installed and the goal is 29 for the final phase. They are at 45% completion. Constant oversight and coordination is necessary to ensure all excavators know where all utilities lines are situated. One-Call missed in identifying an electric line. A phone line was cut, but has since been repaired.

Water Compliance

Mr. Veverka stated that the Level Con System 2 was down. The new model is Verizon-based versus satellite-based. The first week was good but the second week was not because it was missing readings. The company believes that a directional antenna will solve the problem. The old system was \$90/month and the new will be \$30/month for both systems. The initial cost is approximately \$598.

Firewise

Mr. Jack Nyhan provided a handout entitled "Jemez Electric Vegetation Program Results in Unit 1 of SLPPOA. Residents that note trees or limbs next to a secondary line of their home should contact the Jemez Electric Coop as soon as possible. This is considered an emergency situation and the Jemez Electric Coop will deal with it quickly. Mr. Otero recommended placing a generic statement on the SLPPOA website informing residents of their responsibility in this regard. Mr. Bennett agreed.

ACTION: Mr. Nyhan will contact Mike Schacht to place on the website.

IT – Web Page Status

Mr. Schacht has been provided requested changes to the website. There is still work to be done to make it easier to navigate. Mr. Bennett requested that the Board take a look at the website to determine what changes have been made and if any further changes are necessary.

Roads

Mr. Downing reported that he and Pete Meskimen drove around the neighborhood to determine the condition of the roads and what needs to be done first. Any drainage modification from up high will have impact on everything below. He recommends small changes that for now will be helpful and keep things flowing. Review of the following is needed:

- 1) Traffic load on the road.
- 2) grade of the road
- 3) condition of the road

Work on Trilobite may be considered. Mr. Downing also recommended holding some funding for a civil engineer to do a drainage study. Ms. Kilburg stated that an engineering study had been performed several years ago but it was not very useful.

ACTION: Ms. Kilburg will provide Mr. Downing a copy of the study.

ACTION: Mr. Nyhan said he will contact the USDA to see if they have any resources available to do that type of work.

Legal

Mr. Bennett reported that a certificate of compliance was issued for the lawsuit brought on by the Concerned Members. The parties failed to settle during the ADR.

Community Relations

Mr. Nyhan stated that the picnic scheduled for April 26, was snowed out.

Architectural

Mr. Otero reported he was informed that a resident was erecting a fence on their Cerro Pelado property. The Board was not aware of the change. Mr. Otero talked with the resident and explained that an architectural change package was required so the Board could review/approve the intended change. The resident stated they will complete the package and provide it to Mr. Otero.

Parks

Mr. Otero wanted to thank the person(s) responsible for providing a picnic table at the playground. Mr. Otero still intends to refurbish the existing table.

Action Item Status

OLD BUSINESS

- Over 60 psi list (Corn) – All have been completed.
- Level-Corn Test (Corn) - Done
- Web design assistance quote (Bennett) delayed to the end of this month.
- Park refurbishment (Otero) – Will obtain estimate for repair.
- UPS contact for delivery (Bennett) – Mr. Bennett will contact.
- Freezer disposition (Fredlund) – Mr. Veverka and Mr. Otero tried to dispose of the freezer but it was extremely heavy and will need Raue to help with back-hoe. It was thought that Sam may want to keep it.
- PNC Mortgage contact over gates & excavation (Veverka) – Still need to contact PNC.
- Cliff Heintschel reimbursement – it was decided that Mr. Heintschel would be reimbursed 20% of the labor cost of \$2918 which would make the reimbursement approximately \$600. Mr. Veverka recommended the reimbursement be paid from the special assessment funds. Mr. Nyhan motioned to accept this reimbursement amount and Mr. Downing seconded the motion. Motion passed unanimously.
- Roads Budget (Downing) – Mr. Downing recommended at not-to-exceed ceiling for road maintenance which would cover the following:
 - Have all roads smoothed out
 - Correct obvious drainage issues
 - Clear out ditches to crown/build up roads
 - Millings will be placed based on need until the remainder of the funds are exhausted.

Currently the roads budget has \$10,400. An additional \$6,000 will be allocated from 2014 carryover funds for a total not-to-exceed ceiling of \$16,400. Mr. Veverka made a motion to accept this ceiling. Ms. Kilburg seconded the motion. Motion passed unanimously.

NEW BUSINESS

- Web ideas, assistance on web design financial commitment is needed.
- Vegetation Management efforts for SLPPOA – community involvement is needed.
- HOA Management Proposal – Things we have to deal with as a Board leads us to think we may need to go with a management company to manage our finances. Other reasons for a management company include:
 - Lack of volunteers
 - Loss of corporate knowledge

- The cost of the HOA management company is about 10% of the SLPPOA budget and therefore may necessitate an increase in HOA dues.

It was suggested that a newsletter informing the SLPPOA residents that a HOA Management company is being considered to handle some of the management aspects of the HOA.

ACTION: Ms. Kilburg offered to coordinate the input for the newsletter.

ACTION: All Board Member to provide input from their respective area to Ms. Kilburg for the newsletter.

EXECUTIVE SESSION

At 8:58 p.m. the Board moved into an Executive Session. Results of discussion follow:

The Board discussed the member delinquencies.

The Monthly SLPPOA meetings will be moved to the 3rd Tuesday of the month for June and July.

Meeting adjourned at 9:40 p.m.