

SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION
BOARD MEETING
June 16, 2015

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

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

Mr. Brophy made the motion to approve the agenda. Mr. Nyhan seconded the motion. Motion passed unanimously.

Mr. Nyhan made the motion to accept the minutes from the May 19, 2015 meeting. Mr. Veverka 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: \$128,046.47

Reserve Account: \$61,801.52

Special Assessment Account: \$25,690.72

Uncollectable due to foreclosure remains at two properties totaling \$9,272.57.

Collection is possible on ten properties.

Total Past Due Collectable: \$9,823.96

Operating Account: \$4,482.20

Special Assessment Account: \$5,341.75

All bills for the special assessment have been paid to date in the amount of \$52,636.42 and can be found on the Profit & Loss Statement.

The protest came back from the County Assessor's office and they agreed the park property was over estimated. The amount assessed from the protest is \$735 versus \$2,000 originally billed, which is in line with other property owned by SLP.

The County Assessor's office will be reassessing everyone's property this summer.

A longtime delinquent resident has paid their bill and now has a credit balance on their account.

This year legal expenses are \$7,457.26. This amount is without June accrual.

Water Maintenance

Mr. Veverka reported that the water meter installation is complete! Mr. Veverka stated that the leak detected at 1515 Los Griegos Rd was repaired by Mr. Harold Corn and the water meter was installed at the same time.

Meter Cans

Although the meter can project is complete, Mr. Veverka stated that the Board should consider keeping sufficient spare parts on hand. A general inventory of spare parts will need to be accomplished first. Complete meter setups (approximately 15), cans and a spare reader should be considered for spare parts to ensure availability when needed as well as consistency with the current equipment. Approximately 10% is a good rule of thumb. Should the failure rate exceed 10% in the first year an increase will have to be considered for future years. There are still outstanding member payments towards the special assessment, but we need to keep in mind that a large amount of money was taken from the operating account to cover the shortfall early on in the project.

ACTION: Mr. Veverka will determine what spares are needed and the pricing.

Mr. Nyhan stated that the Aspen well house needs to be rebuilt, but otherwise, there are no problems.

PNC Mortgage hasn't yet been contact regarding the residence on Aspen Grove.

Water Compliance

Mr. Nyhan reported that the Consumer Confidence Report, approved by the State, has been posted on the SLPPPOA website.

IT – Web Page Status

Mr. Schacht reported that Board contact information is now on a sidebar of the home page. He will work on making it more user friendly by providing contact links. He also changed the home page layout so that all subject menus are listed at the top so that when you hover over the menu item the submenus will be highlighted below.

Mr. Schacht would like to get together with a Board member to help organize the content of the material on various web pages.

ACTION: Board members are requested to take time to look at the website and provide Mr. Schacht feedback regarding placement of information or ideas for more user-friendly navigation.

Mr. Schacht will generate a login link so that any requests for login or registration will auto generate a request to Ms. Kilburg for her verification.

Mr. Schacht asked from whom he could request the raw data from the water meter readings. He plans to develop graphs and charts for total water pumped, individual water usage, etc. for the purpose of timely access to leak detection, daily average use as well as individual usage. These charts will be helpful for residents to compare their respective water usage to the community usage. Once Mr. Schacht develops the program the raw data will auto populate to the website monthly. The raw data information is controlled and will be protected.

MOTION: Mr. Downing motioned to allow Mr. Schacht access to the raw data. Mr. Veverka seconded the motion and suggested that the graphs and charts include colors like green to note that usage is within the average, yellow for slightly elevated, and red for exceeding the average. Motion passed unanimously.

ACTION: Mr. Veverka and Mr. Corn will assist Mr. Schacht in getting the program up and running and will assure member data is protected.

Mr. Corn stated that July will be the first month that all member data will be included in the meter readings.

Roads

Mr. Downing reported that he provided Pete Meskimen the notice to proceed and that Mr. Meskimen will do so within the next two weeks. He had a problem with the fuel pump and the part is on order.

Mr. Nyhan stated he isn't having any luck getting the tailings from the highway road work, and the tailings aren't coming out properly because of pumice in the asphalt.

Legal

Mr. Brophy stated he needs to review the current delinquencies so that he can discuss with the attorney. He is currently working on the largest delinquency. He noted that the trend is downward significantly as one of the longest standing delinquencies was paid recently.

Community Relations

Mr. Nyhan reported that he would like pictures of the second-Sunday-neighbors-helping-neighbors-day to be posted on the website, in which slash was hauled from a resident's property. He stated that the Aspen well house would be a great community project.

Architectural

Mr. Otero reported that he received a Request for Home Improvement Approval from a resident. He will review the package and ensure that it complies with the specific unit covenants before providing approval.

Parks

Mr. Otero refurbished and replaced the picnic table at the large playground. He is currently refurbishing the picnic table from the fire station playground. Mr. Otero is also looking for a new table to replace the picnic table that was beyond repair.

The freezer placed on Los Griegos Rd is no longer needed for the purpose of UPS deliveries in inclement weather. It continues to be an eye-sore. If the resident wants to keep it, they need to move it onto their property and off the road easement.

ACTION: Ms. Fredlund will contact the resident.

ACTION: Ms. Kilburg will send Mr. Bennett the contact information for UPS.

Firewise

Ms. Fredlund wants to inform residents of firewise requirements and parameters for contacting the fire chief, Lee Taylor as well as having a water source close by. There is no news on the water storage tanks for La Cueva. The cost is going to be very expensive.

ACTION: Ms. Fredlund will provide Ms. Kilburg the information to place in the newsletter.

Action Item Status

OLD BUSINESS

- 2013 Annual Minutes to stand w/o extraneous additions from the floor – The Board reviewed the minutes from the 2013 annual meeting and determined that no further corrections were needed. This decision was confirmed at the HOA Board training.

MOTION: Mr. Veverka motioned to accept and close the 2013 Annual Meeting Minutes under the recommendation of the HOA trainer (Attorney) as ad nauseam. Mr. Nyhan seconded the motion. Motion passed unanimously.

ACTION: Mr. Bennett will submit electronic version to place on website.

- Web quote for assistance – (Bennett) No response received so this will not be pursued.
- Jemez Electric Vegetation Program posting to website (Nyhan) – Mr. Nyhan will contact.
- Road study to Scott (Kilburg) – Ms. Kilburg could not locate. Ms. Star offered to send a copy to Mr. Downing.
- Check with USDA for engineering expertise (Nyhan) – Mr. Nyhan will contact.
- Park refurbishment (Otero) – One table completed, other is in progress.
- UPS contact for delivery (Bennett) – Mr. Bennett will contact.
- Freezer disposition (Fredlund) – Ms. Fredlund will talk with the owners of the freezer.
- PNC Mortgage contact over gates & excavation (Veverka) – Mr. Veverka will contact.
- Newsletter (Kilburg) – Ms. Kilburg needs input from some Board member for their respective area.

NEW BUSINESS

- Vegetation Management Efforts for SLPPOA (Nyhan)
ACTION: Mr. Nyhan will do further research and put information on website to encourage resident participation.
ACTION: Ms. Fredlund will contact Todd Lerkie regarding the marked trees (adjacent to the Harold Corn residence) that haven't been removed and markings are fading.
ACTION: Ms. Fredlund will contact Ann Cook regarding tree-trimming and will check whether any more federal funding is available for thinning trees. It was noted that 400 stems per acre is the standard, but this was written some 40 years ago.
- HOA Management (Kilburg) – Will contact Management Company and find out what aspects of HOA management are useful to us. We will inform the community via public meeting announcement and everyone will have the opportunity to ask questions before a determination is made.
ACTION: Ms. Kilburg will contact the HOA Management Company regarding availability.
- Assistance needed for IT Web Page (Board)
ACTION: Board members are requested to take time to look at the website and provide Mr. Schacht feedback regarding placement of information or ideas for more user-friendly navigation.
- Posting on List Server – Represents the Board. Comments posted should keep community informed but not include personal comment or bias, and should be channeled correctly. A g-mail account is required for automated notification of postings.

Ms. Moore asked whom to contact with her proposed suggestions for community activities. She was referred to the Schacht family.

Everyone was reminded that there is a picnic in the park on FR-10 the 4th Sunday of the month.

The public Board meeting adjourned at 9:04 p.m.

EXECUTIVE SESSION

At 9:10 p.m. the Board moved into an Executive Session. Results of discussion follow:

The Board discussed the member delinquencies in detail and any new course of action necessary.

HOA Management Announcement. It would be useful to know what other associations pay and for what services.

Water Usage information – Protecting individual member information.

The Nominating Committee process was discussed. Mr. Nyhan and Mr. Otero will lead the nominating committee.

Meeting adjourned at 10:10 p.m.