

**SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION**  
**BOARD MEETING**  
**September 9, 2015**

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

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

Mr. Otero 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 August 11, 2015 meeting. Ms. Fredlund 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: \$106,762.52  
Reserve Account: \$65,912.88  
Special Assessment Account: \$28,938.18

Uncollectable accounts remains at three properties.

Collection is possible on three properties, two of the three are making payments and the third is being handled by the attorney.

Total Past Due Collectable: \$ 3,680.20)  
Operating Account: \$1,553.35  
Special Assessment Account: \$2,126.85

Two properties changed hands, one on Trilobite and the other on Los Griegos. One other is scheduled to close at the end of this month.

**Water Maintenance**

Mr. Veverka reported that repairs on the Aspen well house are completed. A new floor and drain were added. There was a small leak noted but nothing worth re-plumbing.

Mr. Bennett stated the water reports came in. Approximately eight residents' usage is in excess of 10,000 gallons per month. One resident shows a leak flag and usage at 48,000 gallons in a month. Mr. Veverka is in the process of trying to contact these residents. He stated American Leak Detection will be out on Monday. The helium leak test will determine if the leak is in the area of the can installation or in another area.

**ACTION:** Mr. Veverka will continue efforts to contact the eight residents.

## **Water Compliance**

Mr. Nyhan reported that the compliance check was accomplished by Mr. Veverka. Mr. Nyhan notified the State that the well was capped. That was the last compliance issue.

## **Firewise**

Ms. Fredlund stated nothing was going on at this time. There is a 131 acre prescribed burn on Los Griegos Mountain and Joaquin Canyon planned for September 17<sup>th</sup> through October 31<sup>st</sup>. This may affect the air quality and residents may need to take precautions if they have sensitivities to the smoke.

## **IT – Web Page Status**

Mr. Bennett reported that Mr. Schacht suspects either spam or a robot issue regarding various emails sent to all the Board addressees. Ms. Kilburg contacted GoDaddy and they are looking into this for malicious activity.

Mr. Bennett provided Mr. Schacht a name of an individual that can possibly help him with the website.

## **Roads**

Mr. Bennett introduced Mr. Kevin Stillman, a resident on Outliers Road. Mr. Stillman reported that he has been filling in the large crevices on the road by his property.

Mr. Veverka stated that he drove around the community with Chris Luster, the excavation contractor to determine the roads that are in most need of repair. Outliers, upper Los Griegos, Redondo Vista were a few of the roads identified. Repair of all the roads will be a several-year project. For now, Mr. Luster will identify what roads are the most critical and determine exactly what needs to be done on each one of those roads. Mr. Luster has the correct size of equipment to accomplish this effort. Mr. Luster and Mr. Veverka stated that \$35,000 would get the road system close to where the HOA would only need to maintain the roads thereafter. Mr. Veverka would like to get the critical roads repaired before the winter weather comes. A decision regarding property owner responsibility or HOA will need to be determined for culvert replacement.

## **Legal**

Mr. Brophy provided status on one of the delinquent accounts. The resident has not paid nor responded to Ms. Kilburg or lawyer requests and therefore, it may be necessary to take the next step. Mr. Brophy will send the lawyer an email tomorrow.

Mr. Brophy stated there are on-going negotiations between the homeowner that experienced a flood in their home and the homeowner's insurance company. There is a discrepancy between the adjuster's estimate and the contractor's estimate. There is no action that the HOA can do.

## **Architectural**

Mr. Bennett asked Mr. Otero if the SLPPOA covenants identified any right-of-way specific to the roads. Mr. Otero stated that there are restrictions relating to structures but nothing for the roads.

The Schacht family are involved in an on-going survey to find out how many trees should be on a one-acre lot. They reported 400 trees/acre. Ms. Fredlund stated there is no set formula. There is literature on how to manage acreage but no specific guidance. Ms. Fredlund will provide general recommendations for homeowners.

## **Actions**

- Mr. Veverka has not contacted PNC Mortgage but has barricaded the area to keep people out of the area. (Veverka)
- Mr. Veverka stated recommendations for replacement parts will cost approximately \$1338; two meter can kits; regulator (we have one), bronze meter (we have one), 4 each of steel 4" couplings; 3" couplings, 4" gate valves.
- Mr. Bennett said a few people have registered so they can see their water usage. The system is such that you can click on your address and it will bring up your specific water usage. It was suggested that Mr. Schacht provide a demo at the annual membership meeting.
- Forest Service thinning information – (Nyhan)
- Aspen well house repair – done. (Nyhan/Veverka)
- Server Posting Policy – verbiage needs to be crafted (Board recommendations)
- Reserve Study – will be addressed upon return (Brophy)

## **Old Business**

- Posting to List Server Policy – Ms. Kilburg will forward the policy information to Mr. Bennett.
- Reserve Study funding category – Need funding category established or a re-allocation of funds. MOTION: Mr. Bennett made the motion to establish an allocation from the operating budget to establish a reserve study budget line item category. Mr. Veverka seconded the motion. The motion passed unanimously.
- Budget proposal for FY2016 – this will be carried over to next meeting.
- Mr. Nyhan made the motion to authorize Mr. Veverka up to \$2,000 to re-supply the toolshed for plumbing parts. Mr. Otero seconded the motion. Motion passed unanimously.
- Mr. Bennett made the motion to allocate \$20,000 from the operating account to take care of the most critical areas on the roads. Mr. Nyhan seconded the motion. Motion passed unanimously.

**ACTION:** Mr. Brophy to request the lawyer write a letter to Windstream notifying them that our roads cannot be maintained because of Windstream's exposed cables.

- Policy for resident water leak identification: The development of a policy on how to handle residents with leaks was discussed with the following:
  - Leak flag appears when water is running at 1 gallon/hour for 24 consecutive hours runs through the meter
  - Notify homeowners with usage in excess of 10,000 gallons/month with a leak flag.
  - Curb shut-off policy to avoid property damage.
  - Resident will be notified through our attorney before water is shut off

**ACTION: Mr. Bennett will draft policy**

**New Business** – No new business.

The public Board meeting adjourned at 8:59 PM.

## **EXECUTIVE SESSION**

Commenced at 9:04 PM

Delinquency Actions – Discussed the few remaining delinquencies and the actions pending.

Legal – Legal actions were discussed.

Annual Meeting - encourage neighbors to vote. Gift cards for volunteers and supplies needed.

The Executive Session adjourned at 10:19 PM.