

SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION
BOARD MEETING
December 8, 2015

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

Meeting was called to order by President Stan Bennett at 7:15 p.m.

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

A question was asked relating to the reference to "Brad" under the IT – Web Page Status section of the draft November 10, 2015 meeting minutes. What is Brad's last name? The name was clarified to be Brad Shurter. With this clarification, Mr. Veverka made the motion to accept the minutes from the November 10, 2015 meeting. Mr. Nyhan 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 as of December 7, 2015:

Balance in Bank Accounts:

Operating Account: \$86,039.92

Reserve Account: \$65,924.38

Special Assessment Account: \$28,815.32

The 2016 annual assessment payments are starting to come in. (amount received toward the 2016 annual assessment as of 12/7/15 is \$5,520.00)

Uncollectable accounts remain at three properties.

Collection is possible on three properties, of which two are making monthly payments and the third is being actively pursued by the attorney.

Total Amount Past Due that is Collectable: \$2,316.21

One property on Aspen Grove (Erickson foreclosed property) was sold since the last meeting and another is pending on Los Griegos (Cliff Heintschel).

Legal cost incurred due to the lawsuit is at \$8,619.20 as per the last invoice.j

A question was asked regarding the balance in the special assessment account and it was explained that there is money remaining from what was transferred from the operating account to cover the shortage and money is still coming in from payments on the past due accounts.

Water Maintenance

Mr. Veverka reported that it was a quiet month for water maintenance. He had one call from the new residents in Kirk Thompson's former home. They only come up on the weekend and thought we might be in a water outage. We were able to ascertain that they have water to the house but there was probably a blockage from freezing in the crawl space under the house. Mr. Veverka recommended electric space heaters and hope it works. He would like to point out that this couple is very responsible and always turn off the water and drain the house before leaving. We should remind our seasonal and weekend members that some form of freeze protection is advisable.

Mr. Veverka also mentioned that he has made calls to the three residents with leak flags and left messages but has had no response.

Mr. Veverka will call Albuquerque Leak Detection (ALD) and ask why we have not yet received a formal final report. He will question ALD about the other leaks that could not be found and he has questions regarding the leak at the well.

Leak Study: Mr. Harold Corn stated that Mr. Mike Schacht added the leak profile data on the website. The graph data can be reviewed to see spikes in water use. The information is available for all properties however, only a limited number of individuals should have access to the information. It will be decided which individuals will have access. Mr. Corn stated Mr. Brophy was concerned about System 2 using more water. One resident on High Road used 27K gallons of usage at the last meter reading with no leak flag. More research is needed to determine if there is indeed a leak.

Water Compliance

Mr. Nyhan provided a handout that identified the various types of drinking water systems in NM, i.e., community water systems; non-community water systems, mutual domestic (this one is not recommended), etc. Most HOAs do not take care of their own water systems. Mr. Nyhan will continue to do research on this and bring his findings to the Board.

Firewise

Ms. Fredlund stated she completed the firefighter's class. Since completion of the class, she has responded to two vehicle fires which were extinguished. Ms. Fredlund stated that an article will be placed in the next Jemez Thunder regarding smoke detectors and home safety. Mr. Bennett asked what will be the impact of access closure of the Pumice Mine for two years.

ACTION: Ms. Fredlund will report her findings regarding the access closure of the Pumice Mine at the next Board meeting.

IT – Web Page Status

Mr. Schacht reported that the water data, which contains member names, is online but not accessible to anyone right now. Controlled access is required. Mr. Veverka will provide Mr. Schacht with a list of authorized users. It is envisioned that there will be a maximum of five to six authorized users.

Mr. Schacht talked about previous issues with the Board receiving spam mail. To remedy the situation, he has moved the Board's personal information from the first page. Users will be required to sign in to get to the personal email address information. Discussion was held regarding how the email addresses are managed since there had been a problem with a large amount of spam mail to board member email addresses. Mr. Schacht has been working the issue. All Board addresses will continue to be maintained and updated by Ms. Kilburg.

Mr. Schacht will talk with Brad Shurter regarding the Cerro Pelado cell tower and Peralta Ridge.

Roads

Mr. Bennett reported that the contractor has done road work at the Cerro Pelado and Los Griegos intersection. The contractor has more work to accomplish on other roads in our community but nothing more has been done to date. Mr. Bushnell will need to contact the contractor to find out when he intends to complete the other work.

ACTION: Mr. Bushnell will find out status of the road work.

Legal

Mr. Brophy reported that there were no actions.

Community Relations

Mr. Nyhan reported that there were no actions.

Architectural and Parks

Mr. Otero reported there are were no actions.

Action

- Contact ALD regarding leaks that were not found (Veverka) - Mr. Veverka will keep trying.
- Leak flag contact of residences (Veverka) – Mr. Veverka has had no response from residents. He will keep trying.
- Study personal leak indication (Nyhan) – The leak was found and fixed although the fix cannot be verified on the website until the next meter read data is posted.
- Proposed bylaw changes as a result of new information/clarification to covenants (Nyhan) - Still working.
- Reserve Study (Board) – Mr. Brophy has not been able to locate other companies that can provide a second bid. He asks that if anyone knows of other firms that can provide a bid for this service to please let him know.

Old Business

- Posting Policy to List Server Host – Mr. Bennett stated that the signed policy needs to be located and posted to the website.
- Water leak identification of properties and non-repair policy – policy was discussed and refined. Any other ideas should be forwarded to Mr. Bennett. Mr. Harold Corn stated that SLPPOA is well below the national average of water use per household.

New Business

- Address clarification of Unit Covenants for property owners – Mr. Bennett reported that he and Mr. Bushnell have met with two residents regarding covenants. If the Board is expected to enforce the covenants we need to work toward making covenants a living document. If you talk to neighbors, ask how a property nuisance affects them and what are they concerned or worried about.

Open Forum

- Ms. Suzanne Star asked about the total delinquent collection number of \$2,316.21 which is past due why isn't the uncollected dollar amount reported. Ms. Kilburg responded that it's not collectable at this point. Once foreclosures are settled and since we have a lien filed on the property, we generally have collected.
- Ms. Mary Moore asked about the delinquent account being pursued by the attorney. Ms. Kilburg stated that it is a very long legal process. Ms. Moore asked if the delinquent person is a resident. Ms. Kilburg responded yes. Ms. Moore asked if that resident has been delinquent for more than one year. Ms. Kilburg responded no. Ms. Moore stated that the bylaws allow for water shut off. Ms. Kilburg responded that under the advice of our attorney, the Board has decided not to shut off water on delinquent residents.

The public Board meeting adjourned at 8:49 p.m.

Executive Session

Commenced at 8:55 p.m.

- Delinquency actions.
- Presentation of legal actions.

The Executive Session adjourned at 9:42 p.m.