

**MINUTES**  
**SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION (SLPPOA)**  
**BOARD MEETING**  
**October 10, 2017**

**1. CALL TO ORDER:** President, Ms. Judy Kilburg called the meeting of the Sierra Los Pinos Property Owners' Association to order at 7:20 p.m. at the SLP Fire Station.

**2. ROLL CALL:** (P-Present, E-excused, A-Absent without notification)

Pres - Judy Kilburg	P	Water – Peter Veverka	P	Firewise – Tamera Weary	P
VP - Harold Corn	E	Roads – Brian Nelson	P	Parks/Architectural – Max Otero	P
Sec/Treasurer - Lorraine Otero	P	Legal – John Fredlund	P		

GUESTS: Suzanne Star and Barbara Van Ruyckevelt

**3. APPROVAL OF AGENDA:** Mr. Otero motioned to accept the Agenda. Mr. Nelson seconded the motion. There were no oppositions.

**4. APPROVAL OF THE MINUTES:** Ms. Kilburg asked if everyone had reviewed the minutes of 9/12/2017. Ms. Weary made a motion to approve the minutes. Mr. Otero seconded the motion. There were no oppositions.

**5. OFFICER REPORTS:**

**a. President** – No report.

**b. Vice President** – Mr. Corn was not available.

**c. Secretary/Treasurer:** Ms. Otero provided the following Monthly Report:

1) The balance in accounts as of September 30, 2017 are as follows:

Operating Account: \$74,249.74

Reserve Account: \$108,388.97

Special Assessment Account: \$7,272.30

2) Past due accounts:

We have 11 delinquent accounts for a total of \$16,779.56. Of these delinquent accounts, six are considered uncollectible in the amount of \$14,793.92. The largest delinquent account will be paid in full but it appears the check got lost in the mail. If it isn't found in today's mail, the bank will stop payment and reissue the check. The remaining members are still making payments.

3) On 9/14/17, two members check payments were deposited into the Special Assessment account for the two water meter can assemblies and a check for the one frost-free water hydrant.

4) On 9/15/17, we received another billing from our attorney which increased the legal cost for the lawsuit from \$36,222.99 to \$36,314.37 an increase of \$91.38. The increase was due to review of the Court of Appeals Notice on Transcript and Star Appeal and pending district court order; review of the draft notice.

5) The first draft of the Annual Meeting minutes is completed and will be sent to the Board for review.

6) We have another new member that closed last month. I'll be sending a New Member Package to them.

## **6. STANDING COMMITTEE REPORTS:**

### **a. Water**

i. Water Maintenance – Mr. Veverka stated we haven't had any concerns this past month except for one member that requested installation of a pressure regulator valve. That was done and the member is happy with it.

ii. Water Compliance – In Mr. Corn's absence Mr. Veverka stated that tomorrow morning he is meeting with the environmental people they will be taking samples of our wells.

**b. Roads** – Ms. Kilburg reported that CBKN Dirtworks completed the road grading. The roads held up well with the new rains. There were complaints that some phone lines were damaged but that was expected. There were also a few culverts that were damaged. Ms. Kilburg will talk with Dave Raue regarding repairs of the culverts. Mr. Fredlund said the contractor missed a section of Trilobite. Ms. Kilburg said he had a map of the area so it's not certain why it was missed. Ms. Kilburg said she sent an email to Martin Crane today for him to submit his invoice for snow removal contract for the winter season. We should hear from him soon.

Mr. Nelson said he will need to drive around to see where sand barrels need to be placed and replace those barrels that are weather beaten. Ms. Kilburg said they need to be filled with the small pile in the back not the front pile because that belongs to the County. Mr. Otero said we may need more than the 10 yards we ordered. Ms. Kilburg said she asked Mr. Crane to please look at our pile and let us know if he thinks that will be sufficient for the winter. Mr. Otero offered to help Mr. Nelson fill the barrels. Mr. Nelson will get replacement cans and the spray paint. He will let the Board know when he is ready.

**c. Legal** - Mr. Fredlund said he wrote the attorney about the puppy issue but has not heard back. Mr. Fredlund has been working mainly on the water abuse surcharge project.

**d. Firewise** – Ms. Weary recommended doing a Firewise Facebook page for the community since a lot of people have access to Facebook and use it frequently. The Forest Service is planning quite a few winter burns and this would be a good way to disseminate information. She mentioned that it would be in addition to our SLPPOA website especially since we currently don't have a website administrator. Ms. Kilburg said we also post on the list server. Mr. Fredlund passed on a message from Ms. Eleni Fredlund (the previous firewise person) and asked that Ms. Weary contact Jan Studebaker to get on the list of approved individuals that can send messages on the list server. Ms. Weary was not aware of the list server and she will contact Mr. Studebaker.

**e. Parks** – Mr. Otero said nothing is happening at the parks right now.

**f. Architectural** – Mr. Otero said there was one new architectural change approval request which he is reviewing.

## **7. OLD BUSINESS:**

**a. Meter Can Install on Vacant Lots** – Mr. Corn was not available.

**b. Webmaster** – Ms. Kilburg said she sent a draft statement of work for the webmaster. She received comments from Ms. Weary and Ms. Otero. She will review and edit as appropriate.

**c. Budget Determination** – Ms. Kilburg handed out an updated 2018 draft budget. She made adjustments based on comments she received from the Board. The legal fees were increased and as a result, road maintenance was decreased. When road maintenance is required it will be taken out of the Reserve account since it is technically a capital improvement. The draft budget will result in an 8.5% increase in the annual assessments, with more money going into the Reserve account although we're not putting as much money into the Reserve account as was recommended in the Reserve Study because we have to put so much more into legal costs. Mr. Veverka made a motion to accept the 2018 budget as proposed. Ms. Otero seconded the motion. The 8.5% increase will bring the annual assessment amount to \$823.52 per lot. There were no oppositions.

## **8. ACTION ITEMS**

**a. Residential water leak flags** – Mr. Corn was not available.

**b. Excess water usage policy** (surcharge/metering) – Mr. Fredlund reported that there hasn't been much input from the team. Sandra Cantrell and Mr. Mark Stanley want to join the committee. He looked at the cost for keeping the system going such as a cost per gallon. Our cost for pumping 1,000 gallons was \$.70. He proposed to the committee rather than doing a per gallon charge that our water rates support a 7,000 gallon per month, per member. Seven thousand gallons will be how many you get for paying your dues. He suggested to the committee that we would take yearly dues divided by 12. If you go over 7,000 gallons you pay 1/12 of the yearly dues for that month. No one was in favor of locking out the meters for overuse. Mr. Veverka said Mr. Dave Schmidt had some good ideas. Mr. Fredlund took the same approach as Mr. Schmidt but said that pumping the water is cheap. It amounts to \$1/1000 gallons and that is assuming electricity, pump replacements, operator costs but we're spending a lot of money on maintenance. Mr. Fredlund said the main negative is what this is doing to our water rights. When the committee meets on October 22<sup>nd</sup> we'll talk about what to do when a person goes over 7,000 gallons a month. Ms. Weary said that fee amounts to \$68.63 and asked if the committee would consider applying the fee for every 7,000 gallons that a person exceeds per month. Mr. Fredlund drafted how the change will look in the bylaws. Ms. Kilburg stated that the president is an ex-officio member of all committees and asked to be added to the committee distribution.

**c. Reserve Study Corrections** – Ms. Kilburg stated she hasn't heard anything and the company has not submitted their invoice.

**d. Management Company/Accounting Firm Bids** – Ms. Kilburg said she had an email from someone who is interested in the position and Ms. Kilburg believes she is an accountant. She is out of town right now but Ms. Kilburg will give her a call later in the week. Ms. Kilburg will also contact the person suggested by Mr. Fredlund.

**9. NEW BUSINESS: None**

Ms. Weary had a comment regarding the roads. Possibly next year or the following year get some Yield signs for some of the roads that turn off onto FS Rd 10. She has seen several people have near misses and she actually got hit this summer. Because of logging trucks coming through, lots of travel on FS Rd10 in the morning. If people aren't paying attention they could have an accident. A yield sign may help. Ms. Weary offered to contact the Forest Service about FS Rd 10.

Ms. Suzanne Star asked the following questions:

1) Have the can covers for the two meters been received? Ms. Kilburg said the last time talked to Mr. Corn he said they were on back order.

2) When will a copy of the budget be available? Ms. Kilburg said within a month, it will be mailed as it is every year.

3) Will the August meeting minutes be posted soon? Ms. Kilburg said they could be mailed out until we can get a webmaster.

**10. NEXT MEETING:** Tuesday, November 14, 2017, 7:15 p.m.

**11. ADJOURN:** The meeting adjourned at 8:41 p.m.

**12. EXECUTIVE SESSION**

Lawsuit

Delinquent Accounts

Submitted by: Lorraine Otero