

SIERRA SPRINGS OWNERS ASSOCIATION
Board Meeting Minutes
October 16, 2019

Call to Order: The meeting was called to order at 6:36 p.m.
M/S/C Campbell/Jeanes

Board Members Present: Bill Campbell, President, Roger DeGray, Vice President, Tom Jeanes, Treasurer & Ray Schoenwandt, Director. Secretary, Donna Barrese had an excused absence.

Approved Agenda:
M/S/C Campbell/Jeanes

Consent Calendar: None

Approved Minutes From: September 11, 2019
M/S/C Campbell/Jeanes 4-0 motion

EXECUTIVE MEETING: Was held on Wednesday October 2, 2019 5:00 pm
Item of Discussion

- Fire Prevention & Safety Hearings for the following Unit & Lot Numbers:
- **5:00 pm**
#22-092
 - **5:30 pm**
#21-032, 21-030, 21-025, 4-301, 3-262
 - **6:00 pm**
#2-167, 21-011, 21-027, 3-280 & 1-058
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- Follow-up Extensions given to the following properties:
#4-306, 4-302, 2-169, 2-164, 25-237, 25-223, 2-201 & 22-126
 - #3-298 Reverse Fire fine of \$100 per month that was effective Oct 1st.
 - Discuss Fire Safety Fine for Unit & Lot #2-183
 - Discuss reversing the Fire fine on #4-314 (Effective Sept 1st)
 - Discuss CC&R violation & fine imposed #25-223.
 - Encroachment issue #22-132
 - Review Architectural Applications
 - Collections
 - Generator Bid
 - Review Bid to remove dead pine tree behind the Tennis Courts
 - Review Bid from another Contractor to remove Poison Oak on Five Spot Road

PLANNING MEETING: Was held on Wednesday, October 2, 2019 6:30 pm

- Discuss road maintenance on Moonflower Lane, which is a private road.
- 2020 Budget
- Fire Safety Committee Update
- Road Committee Update

Open Forum: Member Cathy Peterson had questions for the Board regarding fine letters and how to proceed with properties that were invited to a hearing with the Board. The Board recommended that we continue the way we have been sending fine letters.

Manager's Report: Association Manager, Shelly Thompson reported the following:

- We have contracted with Advantage Asphalt to repair portions of roadway on Edelweiss Way and approximately 390 feet of roadway on Amaryllis Road. That work was completed on October 10th.
- I am currently getting bids for new alarm equipment and a new monitoring company to provide security services for the Lodge and the Maintenance Garage. Our current provider SAS Engineering will be discontinuing services due to health reason on December 3, 2019. We can keep the existing equipment as long as we release SAS Engineering of all liability. Once I have an alarm company to come out and view the existing equipment I will know if the equipment can continued to be used or if it will need to be updated. I will have more information for you as it comes available.
- The large Ponderosa Pine that was cut down in March of 2019 on the 7 acre Greenbelt access Lane has been split into 16" rounds and stacked for Members to pick-up. As of today all that remains is the bark that James our Maintenance person will remove. The cost to split the wood & stack it was \$550.
- Update on extending the Wisteria Pool closure date from September 15th to September 29th
 - 36 Members attended the pool during this time
 - Pool temperature was set at 78 degrees
 - PG&E bill for September was \$1,308.53

Treasurers Report: Treasurer, Tom Jeanes, reported the year to date expenses are slightly over budget. The areas that need to be watched and have been adjusted for the upcoming budget are: Telephone costs, electricity, propane & office expenses. The Association truck insurance is higher than expected (\$750). The pool expenses are higher than budgeted for the quarter, should be okay. Some of these expenses are seasonal, example; utilities, pool & maintenance, but the budget should keep in line for the year. Tom said that he will need to revisit insurance and operations when preparing the upcoming budget for 2020.

Committee Reports:

Fire Safety Committee: Les Richards, Committee person for the SSOA Fire Safety Committee said that fire safety evaluations are wrapping up within Sierra Springs. Les attended a County Fire Safety Meeting this week. It was mentioned that the California Conservation Corp may have grant monies available, if Sierra Springs applies for them. During the meeting there were discussions regarding the Community Wildland Protection Plan (CWPP) that is required every 5 years.

Road Committee: Bill Campbell, Chairperson for the Road Committee said that 5 of the approved repairs to culvert pipes on the non-county maintained roads have been repaired last week.

Bill Campbell made a motion to discuss all items on the agenda. Roger DeGray seconds the motion.

M/S/C Campbell/DeGray 4-0 motion carries

10-A01 – Dues Increase 2020 - The Board discussed the proposed Budget and increase in dues for 2020. After further discussion regarding cost inflation, culvert repairs, vegetation removal and future road maintenance, Bill Campbell made a motion to approve the increase in dues for 2020. The dues will increase \$15 per quarter, per Member. The Operating Budget will increase by \$10, Forest Maintenance Fund will increase \$5 and the Road Fund will increase \$10. Reducing the contribution to the Capital Reserve Fund by \$10. Roger DeGray seconds the motion.

M/S/C Campbell/DeGray 4-0 motion carries.

10-A02 – 2020 Budget – The Board reviewed the 2020 Budget as presented. Bill Campbell made a motion to approve the 2020 Budget as presented. Roger DeGray seconds the motion.

M/S/C Campbell/DeGray 4-0 motion carries

10-A03 – Imposing Fines – Discussed imposing fine of \$100 per month, effective November 1, 2019 on the following Unit & Lot numbers that are not in compliance with the SSOA Fire Prevention & Safety Rule. Each of these properties has been notified in writing of their violations and has been invited to meet with the Board at a closed session meeting. The Members in question did not attend the meeting. Unit & Lot #'s 21-030, 21-027 & 2-169.

Bill Campbell made a motion to impose a \$100 a month fine on the above Unit & Lot numbers effective November 1, 2019. Roger DeGray seconds the motion.

M/S/C Campbell/DeGray 3-0 motion carries Ray Schoenwandt abstained from the vote

10-A04 – Rescinding Fine – Discussed rescinding all fines on Unit & Lot # 3-298 in the amount of \$100. Bill Campbell made a motion to rescind the fine of \$100 on 3-298. Tom Jeanes seconds the motion.

M/S/C Campbell/Jeanes 4-0 motion carries

10-A05- Architectural Fine – Discussed imposing an Architectural fine on Unit 24, Lot 187 of \$100 per month until the Member submits an Architectural plan to store their Boat on their property or remove the Boat from their property and store elsewhere. Bill Campbell made a motion to assess an Architectural fine of \$100 per month effective September 7, 2019. Roger DeGray seconds the motion.

M/S/C Campbell/DeGray 4-0 motion carries

10-A06 - Lodge Generator – (09-A05) Discussed installing a Generator at the Lodge with an automatic transfer switch. The Board reviewed two bids from Electrical Contractors. Tom Jeanes made a motion to approve \$13,000 for a 20 k.w. Generator with a transfer switch and a designated propane tank for the Generator to be deducted from the Capital Reserve Account. Ray Schoenwandt seconds the vote.

M/S/C Jeanes/Schoenwandt 3-1 motion carries Roger DeGray voted no.

10-A07 – Removal of Pine Tree – Discussed bids to remove a dead pine tree behind the Tennis Courts at the Lodge. Tom Jeanes made a motion to approve the bid submitted by New Leaf Tree Service in the amount of \$1,200 to be deducted from the Forest Maintenance Account. Roger DeGray seconds the motion.

M/S/C Jeanes/DeGray 4-0 motion carries

Ray Schoenwandt made a motion to adjourn the Board Meeting at 8:48 pm. Tom Jeanes seconds the motion.

M/S/C Schoenwandt/Jeanes 4-0 motion carries

Respectfully Submitted by, Shelly Thompson, Association Manager