

SIERRA SPRINGS OWNERS ASSOCIATION  
Board Meeting Minutes  
**July 10, 2019**

**Call to Order:** The meeting was called to order at 6:34 p.m.  
M/S/C Campbell/DeGray

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

**Approved Agenda:**  
M/S/C Campbell/DeGray

**Consent Calendar:** None

**Approved Minutes From: June 12, 2019**  
M/S/C Campbell/DeGray 5-0 motion

**EMERGENCY MEETING: Was held on Wednesday, June 19, 2019 10:30 am**

- Discussed & approved new software program for the card access system in the amount of \$6,217.79. The software will be provided and installed by Network Technologies.

**EXECUTIVE MEETING: Was held on Monday July 1, 2019 at 5:30 pm**

Items of Discussion:

- Discussed imposing fine on the following Unit & Lot numbers: 21-018, 22-098, 24-187 & 24-191.
- Discussed Directors positions for 2019-2020
- Architectural Applications

**PLANNING MEETING: Was held on Monday July 1, 2019 at 6:30 pm**

Items of Discussion:

- Sierra Springs Fire Safety Committee Update
- Discussed repairing the current deck mower or purchasing a new deck mower to mow the Meadow & Common Area.
- Discussed Exterior & Structure Rules

**Open Forum:** None

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

- The Association has contracted with Defensible Space Systems to clear and remove fire fuels in the 7 acre Greenbelt off of Lupin Lane. The work was started on Monday July 8<sup>th</sup> and should be done in 7 business days.
- The Card Access system will be installed on Monday July 15<sup>th</sup> by Network Technologies. There may be some glitches in the transferring of data.
- Getting bids from vendors to remove the dead bushes of poison oak along Five Spot Road.

- Getting bids from Roofing Contractors to replace the Lodge Roof.
- I Met with Dave Ramona with Advantage Asphalt on Tuesday. He was marking Edelweiss Way for repairs. I should have a bid by next week.

**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. Workers compensation charges high for the last quarter will be high for the year. The Association truck insurance is higher than expected as well (\$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:** Kay Campbell, Chairperson with the SSRFS Council reported to the Board that properties are continuing to be evaluated. Evaluators Les Richard & Al Brum were doing evaluations on Columbine Road and saw a large pine tree in the 4 acre Lupin greenbelt and a smaller pine tree was cut down and the slash piles were left on the county shoulder. It appears that PG&E had cut down the trees in question. Shelly will contact PG&E to remove the trees and slash piles.

Les Richards stated that Pollock Pines & Camino are part of the Fire Wise Community. Sierra Springs is included in the Fire Wise Community. Les stated that he has three signs stating that we are a Fire Wise Community. Les asked the Board where they would like to have him install the signage. It was agreed that Roger DeGray & Les Richards will find a place for the signs and install them.

**Committee:** Bill Campbell, Chairperson for the Road Committee will continue to look into the repairs to the culvert pipes on the non-county maintained roads. Bill will follow-up as additional information comes available.

Bill stated that he was disappointed with the amount of spraying that the contractor did on the weed abatement of the non-county maintained roads. He felt that the contractor should spray further out on the non-county maintained shoulders. He suggested that next year the Board may want to hire someone as a seasonal employee to weed whack the shoulders on the non-county roads and clear debris on the roads as well. This is an item that the Board will need to discuss when planning the 2020 budget.

**07-A01 – Directors Positions** Discussed Directors positions for 2019 – 2020. Bill Campbell made a motion to appoint Tom Jeanes as a Board Member serving a two year term from July 1, 2019 until July 1, 2021. Roger DeGray seconds the motion.  
M/S/C Campbell/DeGray 4-0 Jeanes abstained from vote.

Bill Campbell made motion to appoint the following positions for 2019 – 2020: Roger DeGray Vice President, Tom Jeanes Treasurer, Donna Barrese Secretary, Ray Schoenwandt Director and Bill Campbell will be President. Tom Jeanes seconds the motion  
M/S/C Campbell/Jeanes 5-0 motion carries

**07-A02 – Purchase of Deck Mower** – Discussed purchasing a new deck mower to mow the Meadow and other Common Areas within the Association. Bill Campbell made a motion to approve the purchase of a new Fail mower not to exceed \$3,000 to be deducted from the Capital Reserve Account. Donna Barrese seconds the motion.  
M/S/C Campbell/Barrese 5-0 motion carries

**07-A03 – Impose Fire Fine** – Discussed imposing fire fine on the following properties effective 08/01/19. Unit & Lot Numbers 22-098, 24-187 & 24-191. Bill Campbell made a motion to impose the fire fine of \$100 per month effective 08/01/19. Tom Jeanes seconds the motion  
M/S/C Campbell/Jeanes 5-0 motion carries

**07-A04 – Impose Fire Fine** – The property Owner at Unit 21, Lot 018 has submitted his Fire Compliance Plan to the Fire Safety Committee. The property Owner has requested to clean-up his property in two phases. Phase one will be done by 08/31/19 and phase two will be done by 12/31/19. Ray Schoenwandt made a motion referring to phase one of the property clean-up. If the property does not meet the SSRFSC criteria by 08/31/19 a \$100 per month fine will be imposed effective 09/01/19. If phase two does not meet the SSRFSC criteria by 12/31/19 there will be a \$100 per month fine effective January 1, 2020. Bill Campbell seconds the motion  
M/S/C Schoenwandt/Campbell 5-0 motion carries

**07-A05 – Rescind Fine** – Discussed rescinding the Fire fine on Unit 22, Lot 113 in the amount of \$200 & postpone fire fine until further notice. The property Owner has made efforts to clean-up his property and is still making progress on the clean-up. Bill Campbell made a motion to rescind the \$200 that has been paid by the Member in fire fines and to postpone fire fine until further notice. Tom Jeanes seconds the motion.  
M/S/C Campbell/Jeanes 5-0 motion carries

Bill Campbell made a motion to adjourn the Board Meeting at 7:17 pm. Donna Barrese seconds the motion.  
M/S/C Campbell/Barrese 5-0 motion carries

Respectfully Submitted by, Shelly Thompson, Association Manager

