

SIERRA SPRINGS OWNEERS ASSOCIATION
Board Meeting Minutes
May 12, 2021

Call to Order: The meeting was called to order at 6:34 pm via Zoom
M/S/C DeGray/Barrese

Board Members Present: Roger DeGray, President, Cathy Petersen, Vice President, Tom Jeanes, Treasurer & Donna Barrese, Secretary. Ray Schoenwandt, Director had an excused absent.

Approved Agenda:
M/S/C DeGray/Barrese

Approved Minutes From: April 14, 2021
M/S/C DeGray/Petersen 4-0 motion carries

Meeting Agenda

At the start of the meeting, the Board will adopt the agenda and approve the consent calendar with one motion. Any Board or Association Members may request a consent item on the agenda be moved to the Association calendar for discussion.

Consent Calendar: Cathy Petersen made a motion to approve the Consent Calendar. Donna Barrese seconds the motion. 4-0 motion carries

- Unit & Lot # 02-141 has been submitted to Collections. Board agrees to pursue Authorization to Record Notice of Delinquent Assessment (Lien).
- Unit & Lot # 3-262 stop fire fine effective 02.01.21 as work was progressing.
- Unit & Lot # 03-285 Remove \$100 fine assessed for political flag.
- Adopt Recreational Rules which were approved at the 02.10.2021 Board Meeting.
- Adopt Fire Prevention Rules which were approved at the 02.10.2021 Board Meeting.
- Adopt Exterior property Rules which were approved at the 03.10.2021 Board Meeting.

Executive Meeting: Was held on Wednesday, May 5, 2021 at 6:30 pm via Zoom
Roger DeGray made a motion to approve the Executive Meeting minutes. Donna Barrese seconds the motion. DeGray/Barrese 4-0 motion carries

- Met with SSOA Fire Safety Committee Member, Les Richard to get an update on the SSOA Chipping Program scheduled for May 8, 2021 for SSOA Members.
- Bid for 7 acre log cleanup

Road Committee:

- Discussed bids for road drainage at Wisteria playground
- Update on culvert repair at Pump House

Board to discuss the following items at the Executive Meeting:

- Unit & Lot # 3-219 Allied Collections Company has found Owner deceased, no successors found. Collection Fees (GL 75401) write-off of \$648.12. Board discussed possibly pursuing foreclosure on the vacant lot. Before doing so, further action will need to be taken with SSOA Attorney.
- Unit & Lot # 02-141 has been submitted to Collections Discussed pursue Authorization to Record Notice of Delinquent Assessment (Lien).
- Unit & Lot # 3-262 stop fire fine effective 02.01.21 as work was progressing.
- Unit & Lot # 03-285 Remove \$100 fine assessed for political flag.

- John Thead - Contract Roadside Clearing @ \$600 a day prior to 05.08.2021 chipping.
- Approve Insurance Renewal Coverages for 2021-2022.
- Accident Coverage for Volunteers
- Release forms for Volunteers
- Process for AA approvals
- Bids for playground borders
- Signs for Playground
- Pool openings/monitors
- Procedure ideas for reducing collection costs
- Hiring Pool Monitors for the summer season 2021. Do we go through Blue Ribbon or add the pool monitors to SSOA payroll
- Opening of the Lodge to the Membership

Managers' Report submitted by Shelly Thompson, *May 12, 2021*

- Western Sierra Pool has installed two heat pumps at the Lodge pool. One of the heat pumps was not starting correctly due to the start capacitor being faulty, a service call was performed, and the heat pump is now working.
- Lodge Kitchen floor and stairs are being installed today.
- Drywall repairs have also started today.
- Asphalt repairs begin tomorrow and should be completed by May 27th
- I have been in contact with American Pavement Systems who we have contracted to slurry coat our non-county maintained roads, to see if they would be able to start the slurry coat in mid-June rather than in mid-July.
- Both Pools are online and ready to go.

On the Agenda we will be discussing:

- Pool Monitors
- Playground structures & the enclosure costs.

Treasurers Report: Treasurer, Tom Jeanes, reported the areas that need to be watched are the attorney fees, bad debt fees, and the telephone costs. AT&T costs okay for the month but we will be a little over for the quarter. Electricity under budget for now but will be higher in the summer months while the pools are open. Expenses are on track noting that insurance came in this quarter. The pool expenses are okay for now. Need to solicit suggestions for budget needs for the next fiscal year. Wages and potential increases in utilities and insurance should be addressed.

The account balances as of April 30, 2021 are: Operating Account \$62,400.54, Debit Card Account \$3,017.04, Capital Reserve Account \$169,305.33, Forest Maintenance Account \$86,179.95, Road Fund Account \$352,990.77, and the Edward Jones Investment Account \$263,482.72.

Fire Safety Committee: Fire Safety Committee Chairperson, Kay Campbell reported that Les Richards with the Fire Safety Committee will be training new fire evaluators on May 24th at the Lodge.

Letters are going out to new property owners and to the Realtor that are listing the property notifying them of the property clean-up is required.

Road Committee: Culvert repairs have been delayed until January 2022.

CC&R Committee: Cathy Petersen, reported nine properties that were on the CC&R list have complied with the CC&R Committee. Five new properties have been added to the CC&R list. Gave 90 days to the few members that need to paint their home or repair or replace fences.

Roger DeGray made a motion for a resolution to discuss all the items on tonight's Agenda. Donna Barrese seconds the motion.

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

05-A01 – SSOA Insurance Renewals for 2021 – 2022 – Discussed & approved the 2021- 2022 insurance renewals. Cathy Petersen made a motion to approve the insurance renewals not to exceed \$30k. Donna Barrese seconds the motion.

S/S/C Petersen/Barrese 3-0 motion carries Tom Jeanes was not available to vote at the time of this agenda item.

05-A02 – Accident Coverage for SSOA Volunteers – Discussed adding Accident Coverage for Volunteers. Cathy Petersen made a motion to approve accident coverage for volunteers. Donna Barrese seconds the motion.

M/S/C Petersen/Barrese 3-0 motion carries Tom Jeanes was not available to vote at the time of this agenda item.

05-A03 – Wisteria Pool Heat Pumps – Both heat pumps at the Wisteria pool need bypass valves & drains installed to prevent freezing of the units. The cost for labor & material is \$1,100 to be installed by Western Sierra Pool & Spa. Roger DeGray made a motion to approve the new bypass valves & drains in the amount of \$1,100. Cathy Petersen seconds the motion.

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

05-A04 – Notice of Delinquent Assessment – Discussed authorizing Allied Trustee Services to proceed with the Authorization to Record Notice of Delinquent Assessment on the following APN'S 077-193-011-000, 077-243-017-000 & 077-290-027-000. Cathy Petersen made a motion to proceed with the Authorization to Record Notice of Delinquent Assessment on APN 077-243-017-00 & 077-290-027-000. Cathy would like to research additional information on APN 077-193-011-000 and report her findings at the June Board meeting. Roger DeGray seconds the motion.
M/S/C Petersen/DeGray 4-0 motion carries

05-A05 – Insurance Brokers – Discussed acquiring a new insurance broker to handle SSOA's insurance policies. Roger DeGray made a motion to actively look for a new insurance broker. Donna Barrese seconds the motion.
M/S/C DeGray/Barrese 4-0 motion carries

05-A06 – Lodge Reopening – Discussed when to reopen the Lodge. After further discussion, the Board decided to open the Lodge on May 28th at 50% capacity. Hours of operation are Sunday through Saturday 9 am until 8pm unless the Lodge is rented, then the open time could be as early as 8am until 11 pm close time. Mask are recommended.
Cathy Petersen made a motion to approve the Lodge reopening. Donna Barrese seconds the motion.
M/S/C Petersen/Barrese 3-0 motion carries, Roger DeGray lost his internet connection and was not able to vote on this item.

05-A07 – Pool Monitors – Discussed hiring pool monitors for the pool season. Payroll will go through Sierra Springs payroll rather than contracting with Blue Ribbon Temporary Service like we did last year. Cathy Petersen made a motion to approve the hiring of pool staff through Sierra Springs payroll. Roger DeGray seconds the motion.
M/S/C Petersen/DeGray 4-0 motion carries (Roger's internet connection was available)

05-A08 – Playground – Discussed the bid to build the playground enclosure and the cost of the play mix fiber. Cathy Petersen made a motion to approve an additional \$4,000 for the playground enclosure and play mix fiber. Donna Barrese seconds the motion.
M/S/C Petersen/Barrese 3-0 motion carries

Cathy Petersen made a motion to adjourn the meeting. Tom Jeanes seconds the motion.
Meeting Adjourned at 7:53 pm
M/S/C Petersen/Jeanes 3-0 motion carries

