

SIERRA SPRINGS OWNERS ASSOCIATION
Board Meeting Minutes
June 9, 2021

Call to Order: The meeting was called to order at 6:36 pm via Zoom
M/S/C Jeanes/Schoenwandt

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

Approved Agenda:
M/S/C DeGray/Barrese

Approved Minutes From: May 12, 2021
M/S/C Petersen/Jeanes 5-0 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: Tom Jeanes made a motion to approve the Consent Calendar. Ray Schoenwandt seconds the motion. 5-0 motion carries

- Disciplinary action on Unit & Lot # 25-224 for loud music, profanity & driving fast through the neighborhood. This is the 3rd action that has been taken against this property owner. The Board agreed to fine them \$400 for this occurrence.

- Bad debt write-off Unit 3-219 in the amount of \$648.12 as collection fees paid by SSOA.

Executive Meeting: Was held on Wednesday, June 2, 2021 at 6:00 pm at the Lodge.

- Closed session meeting with the Member's Attorney at Unit & Lot # 24-210 to discuss an unattended fire.
- Update on Seasonal Employee
- Update Lodge opener/closer positions
- Collection Accounts
- Write-Off \$648.12 as collection fees paid by SSOA on Unit & Lot # 3-219
- EDC Appointment – George Turnboo (County Supervisor)
- Disciplinary action Unit & Lot # 25-224
- Floors-To-Go install of stairs
- Billing delivery methods (USPS vs email)
- Annual Meeting
- Newsletter Topics
- Update Road Repairs & Slurry Seal
- New Board Member's position/training
- 2022 Budget planning

Managers' Report submitted by Shelly Thompson,

June 9, 2021

- The Meadow has been mowed and additional mowing has been done on the blackberries near the creek and behind the maintenance garage.
- The Lodge & Wisteria Playground enclosures will be completed by Tues & Wednesday of next week. The Contractor ran into some problems with the ground not being level so, there was a lot more digging that had to be done than expected. He also did not realize that there was going to be so much play fiber mix that had to go into the enclosures. He is submitting a change order of \$500 for the additional digging & spreading of the play mix.
- The stair threads at the lodge were replaced by Floors-To-Go. The Contractor used the recommended adhesive to the stair treads. The adhesive did not adhere to the stair tread causing the treads to pop-up leaving a potential tripping hazard. After further discussions with the vendor and the manufacturer another adhesive product called cement glue was recommended to use on the treads. By using the recommended glue from the manufacturer on the stairs the warranty would not be voided. The installer came out on Friday and applied the cement glue to the stairs. It appears that the cement glue is adhering to the treads.
- Advantage Asphalt has completed most of the scheduled road repairs on the non-county maintained roadways. They will be returning on June 14th to complete the non-county maintained portions of roadway on Pennyroyal Drive & Amaryllis Drive.
- The Association is in contract with California Pavement Systems to apply a Type 2 Slurry Coat on the non-county maintained roads. This work is scheduled to the 2nd or 3rd week of July. The Contractor will keep me posted on the start date as July approaches.
- I have had 2 people interested in the seasonal part-time grounds keeper/maintenance person. I have also, reached out to Grant with the CCC to see if he had anyone that may be interested in this position. At this time, he has not returned my call.
- Due to the Lodge internet not able to support a video Zoom meeting, I was asked to look into a conference calling system so, Members could call into meetings rather than using Zoom. I have contacted Network Technologies and they will be out next week to go over our system and what they may have that will work with our internet speed.

Treasurers Report: Treasurer, Tom Jeanes, reported the areas that need to be watched are the attorney fees, the bad Debt fees are also going to be over budget with charges anticipated to be about double the budgeted amount of \$4,000. Telephone costs are food for the month and under budget for the quarter. Electricity under budget for now but will be higher in summer. Expenses are on track, but insurance came in this quarter higher than anticipated. The pool expenses are okay for now and we should be okay with staffing.

The account balances are as of May 31, 2021 are as followed:

Operating Account \$41,276.90, Debit Card \$4,280.13, Capital Reserve Account \$155,457.84, Forest Fund Account \$87,772.31, Road Fund Account \$352,520.26 & the Edward Jones Investment Account \$263,482.72.

Fire Safety Committee: Fire Safety Committee Chairperson, Kay Campbell reported the shaded field break project outside the Association has been granted to Mountain Enterprise. Right of Entry forms are being completed. There are three new Evaluators on the Sierra Springs Fire Safety Committee.

Road Committee: Bill Campbell, Chairperson for the Road Committee stated the culverts were not able to be worked on this year as expected, due to weather conditions were not ideal, very low water and Fire & Wildlife did not give us the permit to reduce the flow of the creek to replace the culvert pipe. Another roll of the concrete cloth will need to be purchased. The other smaller culverts will need to be dug up and replaced in years to come.

CC&R Committee: Cathy Petersen, stated that the CC&R Committee have given Members until May 31, 2021 to complete some of the items that were mentioned in their letters.

Tom Jeanes made a motion for a resolution to discuss all the items on tonight's Agenda. Ray Schoenwandt seconds the motion.

M/S/C Jeanes/Schoenwandt 5-0 motion carries.

06-A01 – Stop Fire Fine – Discussed stopping the fire fine effective 05.01.21 for Unit & Lot # 3-239. Cathy Petersen made a motion to stop the fire fine on Unit & Lot # 3-239 effective May 1, 2021. Donna Barrese Seconds the motion.

M/S/C Petersen/Barrese 5-0 motion carries

06-A02 – Allied Trustee Services – Discussed APN 077-244-05-10, Allied File #15-11476 has determined whether to commit to continued monitoring by the Collection Agency or whether to close the file and pay Allied \$2,307.60 Bank Foreclosure. Board wrote off this property's bad debt of \$2,307.60 at the 9.11.2019 board meeting. In addition, \$1,500 fire fines unpaid. Tom Jeanes made a motion to pay Allied Trustee Services fees and close the collection account. The Fire Fines will be written off. Ray Schoenwandt seconds the motion.

M/S/C Jeanes/Schoenwandt 5-0 motion carries

06-A03 – Ingress/Egress Properties - There are three properties on Shooting Star Road that are not Members of the Association and has never paid for using roadways that are maintained by the Association but owned by the County. Met with the Association attorney to discuss proceeding with legal action. The cost to proceed with a Preliminary Title report with title insurance will start at \$500 per parcel. Cathy Petersen made a motion to instruct the Association Attorney to proceed with a Preliminary Title report. Donna Barrese seconds the motion.

M/S/C Petersen/Barrese 5-0 motion carries

06-A04 – Ice Cream Social – Determined a date and time to hold the Ice Cream Social. The Board decided to hold the Ice Cream Social at the Wisteria Pool on Saturday, August 14th from 11:00 am until 2:00 pm. Cathy Petersen made a motion to approve the date & times of the event. Tom Jeanes seconds the motion.

M/S/C Petersen/Jeanes 5-0 motion carries.

Cathy Petersen made a motion to adjourn the meeting. Ray Schoenwandt seconds the motion.

Meeting Adjourned at 7:50 pm

M/S/C Petersen/Schoenwandt 5-0 motion carries