

**SIERRA SPRINGS OWNERS ASSOCIATION**  
**Board Meeting Minutes**  
**June 14, 2023**

**Call to Order:** The meeting was called to order at 6:34 pm.  
M/S/C Petersen/Wheeler

**Board Members Present:** Cathy Petersen, President, Lynda Cardwell Secretary, and Scott Wheeler, Director. Jeremy Dornbier, Vice President & Jessikah Cummings, Treasurer had an excused absences.

**Approved Agenda:**  
M/S/C Petersen/Wheeler

**Meeting Agenda**

The Board will adopt the agenda and approve the consent calendar with one motion. Any Board or Association Member may request an item on the consent calendar be moved to the Association calendar for discussion.

**Executive Meeting was held on Wednesday, June 7, 2023**

Cathy Petersen made a motion to approve the Executive meeting Minutes. Lynda Cardwell seconds the motion.  
M/S/C Petersen/Cardwell 3-0 motion carries

**Meeting via Zoom with property owner at Unit & Lot # 002-158 regrading complaint of short term rental of their property.**

- **Wilson Asphalt Bid for striping and stop signs=\$2,950**
- **Advantage Asphalt=\$2,900**
- **Wisteria Pool – Change Order**
- **Bid for clearing 7 acre common area**
- **Merging Lots' Assessments -Maps**
- **Insurance Increase Coverages**
- **Can SSOA do a 'private towing' of vehicles on common property**
- **Non-Member on Canchalagua Drive would like to become a Member of SSOA Unit 22**
- **Isonas (Card Access) software upgrade**

**Architectural Applications**

- **6:00 pm** Meet property owners of Unit & Lot # 002-174
- **6:45 pm** Meet with Les Richards & Kay Campbell with the Fire Safety Committee regarding the Fire Compliance Plan. *(15 minute discussion)*
- Review other Architectural application's

**CC&R Fines**

- 002-129 - vehicles, building materials. 17 months of violations.

### Payment Plan

Unit & Lot #001-098 First payment of \$428.75 (when payment plan is approved) second payment of \$428.75 will be paid 2 months after the first payment is made.

**Consent Calendar:** Cathy Petersen made a motion to approve the Consent Calendar. Lynda Cardell seconds the motion M/S/C Petersen/Cardwell 3-0 motion carries

**Advantage Asphalt – Paint STOP & Limit lines on 6 locations and remark double yellow lines in the amount of \$2900.**

**Adams Pool Change Order - Wisteria Pool, bring entry steps and deep end step inserts into compliance with county code in the amount of \$6,450.**

**Kingsley Grinding – bid to clear 7 acres of the common area in the amount of \$3,500.**

**Private Tow of vehicles and one boat from common area property in the amount of \$1,500 for the boat. Unit & Lot # 2-134.**

**Card Access software upgrade Isonas in the amount of \$1,200.**

### CC&R Fines

Violation on Unit & Lot 002-129 vehicles, building materials, 17 months of violations.

### Payment Plan

Unit & Lot # 001-098 Payment Plan first payment of \$428.75 (when payment plan is approved) second payment of \$428.75 will be paid 2 months after the first payment is made.

### Stop Fire Fines:

Stop Fire Fines on Unit & Lot #'s 003-219 & 003-262 effective 04.30.23

**Short Term Rentals –** Meeting with property owner at Unit & Lot # 002-158 via Zoom. If property owner rents her property for less than 30 days, she would be in violation of the Commercial Activity Rules. The Board may impose a fine of \$300 for the first occurrence and double the fine for each additional occurrence.

### **APPROVE MINUTES FROM: May 10, 2023**

Scott Wheeler made a motion to approve the May 10, 2023 Minutes as presented. Lynda Cardwell seconds the motion. M/S/C Wheeler/Cardwell 3-0 motion carries

**OPEN FORUM:** Member, Kurtis Harmon received a CC&R letter regarding a vehicle that appeared to be abandoned. Mr. Harmon stated that he is restoring the vehicle and he will purchase a car cover for the vehicle in the next 60 – 90 days.

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

- The Wisteria Pool has been drained and the old plaster has been removed. There is a change order to bring the entry steps up to code and the deep end insert steps up to code. The cost for this work is \$6,450 which is on tonight's agenda. Adams Pools will be resuming work this week.
- The phone lines were down on Monday resulting in no phone service. If someone had an emergency at the pool, they would not be able to call 911 from the landline. My understanding is that if there is no landline available for someone to call 911, we must close the phone. I contacted the Health Department who issues our permit to

operate a pool and see what the requirements are for a phone line. Per our Health Inspector, Steven Wharton we are Not required to provide a phone line. I have requested the ordinance, code, etc. in writing from our Health Inspector so the Board can decide whether to keep the landlines or cancel the service.

- The non-county maintained roads need weed whacking. I am working on getting bids for this work.
- The playground fiber was purchased and spread at both playgrounds.
- The pile of brush in the Meadow has chipped and broad casted back on the ground.
- Our maintenance person, Mike Thomas, has started to mow the Meadow.

**Treasurers Report:** Treasurer, Jessikah Cummings

**MAY'S TREASURER'S REPORT**

Account Balances as of 05.31.23

Operating Account	\$28,663.75
Capital Reserve Account	\$63,398.40
Forest Fund Account	\$81,091.47
Road Fund Account	\$77,290.58
Edward Jones Investment	\$215,673.09

**Fire Safety Committee:** See attached Fire Safety report submitted by Les Richards.

**Road Committee:** None

**CC&R Committee:** Cathy Petersen reported 13 properties came off the list and 19 properties were added to the list.

**Events Committee:** SSOA's Annual meeting will be held on Saturday, June 24, 2023 at 10 am at the Lodge. The Ice Cream Social will be held at the Wisteria Pool on August 5<sup>th</sup>, 2023 from 11:00 am – 2:00 pm.

**06-A01 – Collection Accounts** – The following Unit & Lot numbers are more than one year past due. Cathy Petersen made a motion to send the following Unit & Lot Numbers to collections on July 15, 2023, if the property owner does not pay their account in full or make a payment plan with our management company. The Unit & Lot Numbers are: 001-060, 001-070, 025-232, 004-350, 004-342, 004-308, 004-305, 004-304, 004-381, 002-117, 003-256, 004-335, 021-027, 021-032, 004-376, 002-147, 002-172, 002-141, 002-164, 002-128, 301 Moonflower, 002-205, 003-285, 025-240, 002-196, 003-230, 001-091, 022-106, 022-102, 023-167, 002-144, 024-195, 001-033, 001-029, 001-010, 001-095, 001-098, 001-004, 021-012, 021-046, 022-065, 022-151, 022-067 & 003-273. Scott Wheeler seconds the motion.

M/S/C Petersen/Wheeler 3-0 motion carries

**Collection Account - Authorization to Publish Notice of Trustee's Sale on Unit & Lot # 003-238.** Cathy Petersen made a motion to proceed with Authorization to Publish Notice of Trustee' Sale on this unit. Scott Wheeler seconds the motion. M/S/C Petersen/Wheeler 3-0 motion carries

**Collection Account – Authorization to Proceed** – Cathy Petersen made a motion to proceed with non-judicial foreclosure process by recording a Notice of Default on Unit & Lot # 002-201. Scott Wheeler seconds the motion. M/S/C Petersen/Wheeler 3-0 motion carries

**06-A02 – Fire Evaluations** - For properties not in compliance, a letter will be sent (this will be considered the 2nd notification to the property owner) advising them that they have 30 days from the date on the letter sent to them to get into compliance and failure to get into compliance by the Executive Committee Meeting following the 30 days will result in the property being an agenda item.

If owners are unable to get into compliance by that Executive Committee Meeting date they can meet with the board of directors at that meeting and explain their circumstances. The board will decide if the circumstances warrant an extension.

Compliance Plans will no longer be an option. If the board decides that an extension is appropriate, the owners will be required to sign a 'contract' which details the agreed upon resolution for compliance.

Cathy Petersen made a motion to implement this policy immediately. Lynda Cardwell seconds the motion.  
M/S/C Petersen/Cardwell 3-0 motion carries

**06-A03- Merged Lots:** New Management Company advised SSOA that owners who merged lots are required by the CC&Rs. Although the lots have been merged the owner(s) must continue to pay quarterly assessments on both lots.

The Association reached out to an attorney for clarification and was told that:

- The CC&Rs consistently provide '**one person who owns more than one Lot must pay full membership assessment on each Lot owned....**'
- The Association can continue with the Assessment Practice if the recorded maps of the development have been amended to reflect the mergers.
- The maps are filed with the El Dorado County recorder.
- If the maps have been amended to reflect the merged lots, the practice can continue.
- If the maps have not been amended the Assessment Practice violates the CC&Rs.
- No past, present or current board of directors has the authority to amend the CC&Rs

The Boards position is:

- A copy of the Maps will be purchased and reviewed to determine if the Maps were amended when the lots were merged.
- If the Maps are not amended, Members who have been paying only one (1) quarterly assessment will be advised that they are now required to pay quarterly assessments for each lot on the Map.
- No past dues will be requested.
- This will be an agenda item at each monthly board meeting until the issue is resolved.

Cathy Petersen made a motion that this is an acceptable practice. Scott Wheeler seconds the motion.  
M/S/C Petersen/Wheeler 3-0 Motion carries

Cathy Petersen made a motion to adjourn the meeting at 8:20 pm. Scott Wheeler seconds the motion.  
M/S/C Petersen/Wheeler 3-0 motion carries