

SIERRA SPRINGS OWNEERS ASSOCIATION
Board Meeting Minutes - Draft
September 13, 2023

Call to Order: The meeting was called to order at 6:30 pm.
M/S/C Petersen/Wheeler

Board Members Present: Cathy Petersen, President, Lynda Cardwell, Secretary, and Scott Wheeler, Director. Jessikah Shambach, Treasurer was in attendance via Zoom.

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, September 6, 2023

- **Bank Fraud - money returned to account**
- **Board Member Appointment**
- **Reserve Study**
- **Budget/Dues Increase**
- **Purchase attachment for Kubota Tractor**
- **Review Bids to repair drainage at the Wisteria Playground & pool parking lot.**
- **Fines: Stop, Remove, and Start**

APPROVE MINUTES FROM: August 9, 2023

Cathy Petersen made a motion to approve the August 9, 2023 Minutes as presented. Scott Wheeler seconds the motion.
M/S/C Petersen/Wheeler 4-0 motion carries

CONSENT CALENDAR: Cathy Petersen made a motion to approve the Consent Calendar. Scott Wheeler seconds the motion.

M/S/C Petersen/Wheeler 4-0 motion carries.

- **Purchase of attachment for the Kubota Tractor in the amount of \$1,800.**
- **Remove & Reverse Fire Fines on Unit & Lot #404 in the amount of \$1,200 effective 08.01.23**
- **Remove & Reverse Fire Fines on Unit & Lot #022-090 in the amount of \$1,200 effective 08.01.23**

Reverse Fines:

- **001-082 - MC in August**
- **001-088 - MC in August**
- **001-090 - MC in August**
- **001-092 - MC in August**
- **001-106 - MC in August**
- **002-112 - MC in August**
- **002-125 - MC in August**
- **002-141 - MC in August**

- 002-172 - MC in August
- 003-220 - MC in August
- 003-223 - MC in August
- 003-247 - MC in August
- 004-356 - MC in August
- 004-371 - MC in August
- 004-373 - MC in August
- 004-375 - MC in August

Stop Fire Fines

- Unit & Lot # 021-019 MC in August \$1,000 balance on account remains.
- Unit & Lot # 021-027 MC in August 1,000 balance on account remains.

Impose Fire Fines

Effective October 1, 2023 in the amount of \$100 a month on the following Unit & Lot #'s

- 002-133
- 002-137
- 002-154
- 002-159
- 002-163
- 002-168
- 003-282
- 003-287
- 004-334
- 021-030
- 022-110
- 024-172
- 025-214
- 025-221
- 025-224
- 025-241

OPEN FORUM: A Member had concerns about their fire fines on their property. Cathy Petersen reviewed the process in detail.

Manager's Report:

- Both Pools are scheduled to close for the season on Sunday, September 17th at 7pm.
- Weed whacking in the 4 acre Common Area have been completed and areas in the Meadow as well.
- I reported in July that we had a Worker's Compensation Audit that resulted in a premium increase based off that audit of \$7,099. I resubmitted the audit and was issued a credit in the amount of \$5,054 which was deposited back into the Operating account.
- The Wisteria Pool has recently been replastered. After about a month there were reports of members cutting the bottom of their feet while in the pool. I reported this to our Contractor, Adams Specialty Pools, and they sent someone out from their Warranty Department to scour the pool for any rough patches in the plaster. There were a couple of areas that required some light sanding. I have not had any further issues with the plaster.
- A Pickleball net was purchased for the court.

SEPTEMBER 13, 2023 TREASURER'S REPORT

Bank Account Balances as of 08.31.23

Operating Account	\$18,359.47
Capital Reserve Account	\$38,617.41
Forest Fund Account	\$51,818.24
Road Fund Account	\$86,954.58
Edward Jones Investment	\$215,673.09

\$33,395 was paid from the Operating Account that should have been funded by the Forest Fund. This correction will appear in September, adding the money back into the Operating Account and reducing the Forest Fund by \$33,395.

The Reserve Accounts were not funded in June 2023 b/c of the fraud activity on the account. This will be adjusted in September when the Reserve Accounts will be funded for June and September.

2023 YTD Forest Fund Reserves spending is \$82,276.60. This is not sustainable. Roadside Clearing may have to be an every other year expense.

Comparing spending to budget, the Association is on target.

Addressing the larger expenses:

Administrative Expenses: YTD Total is \$1,787.84 or 3.44% under budget.

Utilities: Spending exceeds the budget by \$1,786.06 or 8.32% over budget. This is because of AT&T costs. Measurements to cancel phone lines have occurred.

Payroll: Payroll costs are \$562.46 or 0.63% under budget.

Vehicle Expenses: Vehicle expenses are under budget by \$35.85 or 1.78%

The 2024 budget has been completed and is on the agenda for a Board vote.

The Capital Expenses identified in the Browning Reserve Study as needed, through 2024 are greater than the funds collected through 2024. Items such as the Wisteria Pool Bathrooms, the Lodge Walkway and the Wisteria Bridge will likely be delayed.

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

Road Committee: None

CC&R Committee: CC&R will be doing rounds sometime in late September.

Events Committee: Saturday, October 28, 2023 Trunk or Treat event at the Lodge from 5pm until 7pm.

Saturday, December 9, 2023 Christmas event with Santa at the Lodge from 1pm until 3pm.

09-A01 – Board Member Appointment – Appointment of new Board member. Cathy Petersen made a motion to appoint Tom Brown, replacing Jeremy Dornbier’s position. This term expires in June 2024. Lynda Cardwell seconds the motion.

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

09-A02 - Exterior Property Rules Amendment – (08-A01) Reviewed the amendment to the Exterior Property Rules. Cathy Petersen made a motion to adopt the amendment to the Exterior Property Rules. Scott Wheeler seconds the motion.

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

09-A03 – Browning Reserve Study – Board adopted the Reserve Study as presented by Browning Reserve Group. Cathy Petersen made a motion to adopt the final draft of the study. Scott Wheeler seconds the motion.

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

09-A04 – Wisteria Pool Drainage Repairs – Reviewed bids to repair drainage issues at the Wisteria Pool grounds. After further discussion the Board would like to have the Contractor breakdown cost line, by line to see if we could repair portions of the drainage in phases.

09-A05 – 2024 Budget – Reviewed line items proposed on the 2024 Budget. Cathy Petersen made a motion to adopt the 2024 Budget as presented. Tom Brown seconds the motion.

09-A06- Merged Lots: (06-A03) (07-A03) & (08-A02) 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.

The Board has decided that the Member should provide the Maps were amended when the lots were merged. If Members can provide such a Map, then the Board would consider grandfathering those Members in as one billable property. If the Member cannot provide a Map, then they will be billed for each property.

Cathy Petersen made a motion to adjourn the meeting at 8:06pm. Scott Wheeler seconds the motion.

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

Fire Safety Report 9/13/2023

1. El Dorado County Fire Safe Council just received \$500,000 grant for Veterans, Seniors, Low income, and Disabled. People interested should contact EDCfiresafe.org for more info.
2. PGE Tree safety program hit "PAUSE" in Sierra Springs per TSU personnel. Crews doing removal of downed trees. Owners need to complete "Request for Wood Management and Removal" form for disposition of downed vegetation larger than 4" in diameter.

Trees cut on private property are considered property of the owner and will not be removed without completion of the form.

Trees marked with "Green X" for removal or "Red K" for keep.

Trees marked with "Red K" will be subject to storage requirements of SSOA Fire Prevention Safety Rules.

Major concern is rounds and logs left in County owned Right of Way in snow season.

- a. Hazard for snow plows
- b. Cannot see the shoulder of the road-vehicle damage.

Contact for Wood Management:

Nathaniel Enright / Sr. Vegetation Mgmt. Inspector / Operations
ISA Certified Arborist Utility Specialist WE-12784AU
Email: NE10440@MGEInc.com / Phone: 916-805-1719

OR:

Ignacio Maldonado
Contract Vegetation Program Manager
Email: imaldanado@jeffersonresource.com
Phone: 530-598-8656

3. Cal Fire update:

To Date: 5,280 wildfires, 255,468 acres, 42 structures, 4 fatalities

Fatalities: 1 civilian, 3 Firefighters in aircraft crash 8/6/2023