

April 13, 2010  
SLPPOA Board Meeting

Called to order 7:29 pm

Board members in attendance: Jeff Erickson, Suzanne Star, Kent Wolford, Barbara Van Ruyckevelt, Judy Kilburg

Absent: Sabine Shurter, Laurie Lauer

Van Ruyckevelt moved to accept the March minutes as corrected. Wolford seconded.

**Water System:**

Star reported that we are still waiting for Phase 1 of the PER. The letter, agenda and ballot are in process of being approved for the MDWCA meeting and vote expected to be called in mid May. A question regarding accepting mail in ballots not provided for in the NM statutes has been turned over for legal review.

Erickson questioned the lease back of water rights and its affect on the SLP non-profit status.

Discussion ensued regarding future MDWCA process, funding for PER recommendations, bylaws, and budget appropriations for MDWCA and SLP. Further action on these issues was put on hold until the outcome of the vote.

**Roads:**

Kilburg reported that she may have a source for road fill. Meskimen suggested using the same type of fill that is used on Thompson Ridge. Exposed utility lines remain a problem and need to be addressed. Much dirt has been pushed to the side of the road and could be moved back onto the roads.

**Action:** Kilburg will follow up on the road fill source.

Kilburg and Wolford will solicit volunteers to bring the side road dirt onto the roadways. Wolford will take the lead on organizing work parties and will post notices on the mailboxes.

Star asked about a drainage plan and the present condition of the culverts before proceeding with road repairs. Kilburg suggested that there has been discussion with Meskimen. Due to lack of funds, Kilburg suggested that property owners need to become involved in cleaning and maintaining culverts on their lots. It was suggested that the fire department may be able to provide a high pressure water source to clean culverts which they have done in years past.

Wolford suggested that the county be contacted for possible help on providing dirt for the roads.

**Action:** Kilburg agreed to put in the request to the county roads contact.

Star suggested that road fill, crowning, and repair be coordinated with Spencer's water system project.

**Action:** Star will coordinate with Kilburg as the water system project progresses.

Kilburg commented on the difficulty and extra cost of snow plowing when residents push snow into the roadway areas creating extra work for Meskimen. Star suggested that next year we mail with our household winterizing notice, an alert to residents on how and where they should distribute their driveway snow.

Star asked if Meskimen could grade pullouts for the booster station, Aspen Grove and Hovenweep pump house areas.

**Action:** Kilburg will discuss with Meskimen.

Star stated that action needs to be taken on the unauthorized use of association land near the Aspen Grove well site. This issue started and letters were sent in Oct of 2008 to prevent trespass across the Aspen well site and over the easement that runs between the pump house and the playground area near the fire station. Star stated that there is substantial erosion on the utility easement due to trafficking over the past years which can be damaging to the underlying water distribution lines.

**Action:** Star will notify CRA that a letter be sent notifying the owner again that fencing will be constructed to prevent trespass over private land and easement.

### **Treasurers Report:**

Star reported from Lauer's notes:

We have \$18,666 in the money market in New Mexico Bank & Trust (NMBT). Of that, \$6,788 is allocated to water repairs and \$4900 allocated to roads. These are carryover funds from 2009. The remainder \$6,978 is our present accumulated reserves in NMBT.

Four "over 90 day" delinquencies were discussed. CRA notified us that one of the current foreclosures may preclude full receipt of past monies due, however once the bank does repossess the property, that we could communicate with the bank regarding bylaw policy, and proceed with shutting off the water until the debt is paid and/or file another lien against the bank.

The board agreed that we should enforce bylaw policy which includes liens and water shutoff. It was suggested that a delinquent owner will be issued a notice of shutoff and that a sheriff will be present when such action is required. It was also suggested that payment plans should ensure that a delinquent account be paid off each year and that payment plans should be approved by the board. It was also agreed by the Board that delinquent accounts should be sent notice every month and along with that, a reminder that the Board will be enforcing the bylaw policies.

**Action:** Star will verify lien and ownership status on these delinquencies and discuss with CRA the Board's decision regarding payment plan approvals for delinquent accounts.

**Action:** Star will notify CRA of the need for monthly notices to delinquent accounts. She will also verify that late charges are incurred and are being added each month. Star will also ask the cost of CRA monthly reminder notices.

It was discussed that the Board consider finding a higher interest earning account for our LANB reserves and/or transferring the LANB reserve to NMBT.

Lauer's financial report included a need to amend the 2009 income taxes and get a copy of the amended tax return from CRA. Also, the audit is complete and ready for final document preparation.

**Action:** Lauer will follow up on these items.

Star stated a concern regarding the electronic transfer of bank funds without two authorities. Kilburg suggested and a general agreement from the Board is that there should be 2 authorizations when money is transferred whether by check or electronically. Wolford questioned the inefficiencies of 2 signature authorizations as they pertain to CRA.

**Action:** Star will recheck with LANB as to their policies and security for SLP accounts using electronic transfer and consult with CRA on this issue as it pertains to their check paying authorization on our behalf.

Lauer had a question regarding a payment made by CRA to a vendor. Star stated that periodic increases in cost from vendors may go unnoticed if bills go direct to CRA. Board discussion suggested that all vendor payments be authorized by SLP prior to payment.

**Action:** Star will discuss with CRA the change of vendor payments process and the authorization decision.

**Legal:**

No issues.

**Architectural Control/ Parks**

Van Ruyckvelt reported that there was one inquiry on a home improvement and that she sent the improvement form to the requester. She noted that the form is now posted on the website.

No issues with parks.

**Action Items:**

All action items from March were completed.

No new business.

Meeting adjourned 10 pm