



## **MINUTES**

**January 12, 2021, Tierra Santa Pool Room, 7:00 pm**

Board Members Present: Dennis Slavin, Michael Hernandez, Adrian Livas, Erasmo Lopez, and Tim Bruce

Board Members Absent: Raymond Givilancz.

Property Manager: Sean Richey

Guests: Mario Gonzales.

President Slavin called the Tierra Santa Board of Directors Meeting to order at 7:00 p.m.

**Welcome:** President Slavin welcomed the Board members and guest to the meeting.

**Public Comment:** Mario Gonzales discussed three issues: he asked for approval for his roof mounted solar panel installation; he noted a light pole near the Border gate is out and needs to be reported to AEP; and he said groups of young people are periodically coming into Tierra Santa at night through the Border gate and congregating around the parked semi-trailers.

**Approval of Minutes:** A **motion** was made, seconded, and carried to approve the December 8, 2020 and December 17, 2020 Board Meeting Minutes as presented.

**Treasurer's Report:** Tim Bruce presented the December 2020 Treasurer's Report. December 2020 opened with a balance of \$109,343.97. Expenses of \$19,194.72 were paid and receipts of \$72,315.75 were deposited leaving a net balance of \$162,465.00 in the Operating Fund. The Reserve Fund balance was \$179,294.65 which resulted in a combined balance of \$341,760.00.

A **motion** was made, seconded, and carried to approve the Treasurer's Report as corrected.

**Finance Report:** Tim Bruce presented that 2020 financial results: revenues finished 25.2% above budget; expenses finished 25.0% above budget. The result was a net income for the year of \$62,867 or 25.7% higher than the \$50,000 net income budget.

A **motion** was made, seconded, and carried to approve the Financial Report as presented.

The Finance Committee reported there are 25 delinquent properties with a combined outstanding balance of \$195,774. The Board's attorney is working on the three foreclosures approved during the November 2020 meeting.

Dennis Slavin and Sean Richey are working to contest the huge increase in the 2020 Property Tax Bill with the County. The POA has already paid the same amount in 2020 as was paid in 2019. A review meeting will be held later in January where the County will make a ruling on our 2020 taxes.

## **Committee Reports**

### **Property Manager's Report:**

Sean Richey reported that all POA records, QuickBooks, and security logbooks are now at the office. Online banking access and a new debit card have been acquired. Bills are being paid and deposits are being made. A master e-mail Owners list has been created. Elike system administration is working well. Resale certificates are being prepared, as necessary. Sean is working on the POA's protest of the 2020 property tax bill. The POA will investigate using an accounting firm to put transactions into QuickBooks.

Dennis Slavin stated he would like to get away as much as possible from writing checks to vendors. He favors using other electronic methods. Sean will follow-up.

### **Building and Grounds:**

Dennis Slavin stated that the native landscaping near the first hole has been completed.

Sean Richey demonstrated the security app for the gate and pool cameras and set up access for all Board members in attendance.

The curb address painting has not started pending the selection of a new vendor.

Plans for the islands in Bella Vista and Vida Dulce need to be finalized with JC3 and the work needs to be done as soon as possible.

A project is being developed to add lighting to the island between Westgae and Tierra de Oro. Sean is working on the project.

Sean stated all recurring POA contractors have general liability insurance. The Board asked him to determine the appropriate amounts for general liability and auto insurance and obtain certificates in these amounts from the vendors.

No updates were available for the removal of grass growing on the streets in Las Villas, the storm sewer problems in Hacienda Estates, and the Las Cruces alley repair project.

### **Event Center Liaison Committee:**

Construction will begin soon of the new 19<sup>th</sup> Hole snack bar and patio. The revised plan calls for the Event Center and Clubhouse to be housed in one expanded building. The slightly smaller Event Center will have a maximum capacity of 220 people.

### **Website Committee:**

Tim Bruce stated that all current documents are posted on the website. The approved December Minutes will be posted.

7 messages were received from the website. Owners complained that dogs are running loose from a house in Tierra de Oro; that the meeting signs do not list the location of the meeting; that the alleys need work; that the Property Manager did not return calls; a request to build a backyard gazebo; a request to put up a mailbox on a lot and to approve a solar panel installation project.

A **motion** was made, seconded, and carried to approve removing Board Members e-mail addresses and phone numbers from the website. Dennis Slavin will make this happen. Owners should call the Property Manager.

### **Security Committee:**

Erasmo Lopez said that bolt cutters were obtained and given to the Property Manager.

### **Architectural Control Committee:**

Mike Hernandez stated there were 8 submittals in December: a gazebo; a fence; a new roof; solar panel installation; and 4 new homes.

After reviewing the drawings and specifications, the Board approved the solar panel installation project. The Board will meet in March or April with a solar panel expert to develop a policy and specifications (e.g., flush mounted, non-glare, engineered systems, etc.) for solar panel systems in Tierra Santa.

New home builders have been providing metal dumpsters for debris on their sites.

### **Covenant Enforcement:**

The Board's attorney is preparing a letter to the Owner of the non-compliant large doghouse in Hacienda Estates asking for it to be removed.

Sean Richey stated he would do inspections twice a week and follow-up with violation notifications and if necessary, fines.

## **Pool and Playground:**

Sean discussed his cost/benefit analysis regarding a wooden vs. metal playset replacement. He stated that a commercial playset would cost about \$15,000. A decision was delayed until the spring.

## **Old Business**

Adrian Livas was asked to take the lead on the Border petition project. Mike Hernandez was asked to take the lead on the sewer connection problems in Hacienda Estates. Dennis Slavin will talk to JC3 about removing the grass growing in the streets in Las Villas.

## **New Business** – None.

Sean Richey will send out notices of the Annual Meeting of the Members to all Owners ASAP. Tim Bruce and Sean Richey were asked to handle the Board Member election process at the February Annual Meeting of the Members. Tim will revise the Application to run for the Board and have it posted on the website. He will also prepare the ballots. Denis Slavin will present the 2020 Year in Review; Tim Bruce will present the 2020 Financial Summary.

## **Executive Session**

No Executive Session was held.

The next meeting will be the Annual Meeting of the Members to be held on Tuesday, February 9, 2021 at the tent adjacent to the Tierra Santa Golf Club Clubhouse.

## **Adjournment**

With no further business to discuss, a **motion** was made, seconded, and carried to adjourn.

Respectfully submitted,

Timothy Bruce

In accordance with the normal practice, these Minutes are given in good faith and in confidence, without legal liability on behalf of the author or of the Property Owners Association of Tierra Santa, Inc. Board of Directors