

**SPRING CREEK HOMEOWNERS ASSOCIATION BOARD**  
**Special Board Meeting Minutes**  
**November 17, 2015**

---

**Attendees:**

Directors present: Bob Pisano, Dave Conine, Ron Harris, Stephen Price,  
& Stuart Lang  
Other Officers present: Derek Goodson and Virginia Nowicki  
Others present: Jackson Brandenburg, project management support

**I. Opening – Call to Order, Determination of Quorum, and Agenda Review**

The meeting was called to order at 9:00 am MST. The presence of a quorum was established. There was agreement to proceed with the agenda as previously distributed.

**II. Review and Approval of Minutes – Deferred.**

**III. Old and New Business**

**A. Infrastructure, Property, and Other Project Matters**

**1. Project management status**

Jackson Brandenburg joined the Board for this portion of the meeting. He has been facilitating the SCHOA project management process. This process and the retention of Jackson were authorized at the January Board meeting. Participants in weekly project management meetings are Jackson, Steve Price, Josh Robinson, and Ron Harris; oversight and project-specific follow-up is provided by Jackson.

Jackson reviewed the status of active 2015 projects being managed (key projects discussed below). Discussion ensued, and feedback was provided to Jackson.

2. Gruen fireplace replacement project

Jackson discussed the status of the Gruen living room fireplace replacement work and some of the logistics issues being encountered and addressed. He also reviewed terms of the fireplace replacement policy (dated 11/10/2015). There was discussion about the appropriate magnitude of Site Common Reserve assessments for 2016 for the Gruen units related to this project.

Motion to spread the estimated total cost of the fireplace replacement project over a 10-year period in Gruen unit assessments, with the details of allocation among individual owners to be further reviewed and approved by the Board. M/S/U

3. Harvest Dance Roof Replacement

Jackson outlined the roof replacement work that needs to be done on the Harvest Dance units; he reviewed material that he had previously distributed to Board. It is anticipated that this replacement work can be staged over more than a single year; Jackson noted, however, that the costs will be substantial even then. The initial phase is expected to be undertaken in 2016.

4. Project Plan for 2016

Jackson provided a brief, high level overview of the list of infrastructure and related projects planned for 2016, as well as some that are under consideration but not yet in the project plan (such as the addition of one or more fire hydrants at the Ridge). It was noted that there was not complete consistency with items and amounts in the 2016 budget prepared by Derek. Derek agreed to work with Jackson to work through any differences, so that we end up with a consistent budget and project plan.

5. Sewer System Use and Ownership Issues

Stephen Price updated the Board regarding meetings he has convened with Nelson Engineering and with the Airport Board regarding the SCR sewer system (portion along Spring Gulch Rd, including the lift station). Stephen noted that one option being considered by the Airport Board would entail connecting into SCR's sewer main along Spring Gulch Rd. It was the sense of the Board

that this may be an opportunity to pursue the possibility of another party, such as Teton County, taking over the operation and maintenance of that stretch of sewer line.

6. Employee Housing

Stephen Price reported on the status of the temporary mobile home on Lot 4. He reviewed the proposal which he had made on behalf of SCRM to the AC in early November, which was previously circulated to the Board. He also indicated that the proposal to the AC was approved. That proposal entails, among other things, permission for the use of the mobile or modular home for one year (with the commitment to present any request for an extension by September 1, 2016), regular status reporting to the AC at each of its monthly meetings, and timely pursuit of a more permanent housing solution.

The Board expressed its recognition of the critical nature of the employee housing need for both Spring Creek Ranch and the Amangani, and its support for finding a more permanent, long-term solution.

7. Cross Country Ski Trail

Derek Goodson summarized the informal discussions which he had with the current horseback riding concessionaire regarding grooming of the cross country ski trail and the SCHOA possibly purchasing equipment for this purpose. He noted the string of email communications among the Board and Michael Lehman on this topic.

The Board expressed its satisfaction with the current vendor and its reluctance to invest in equipment at this time. Dave Conine agreed to let Michael know this, and ask Michael to contact the current vendor indicating the Board's desire for him to continue with grooming for the winter 2015/2016 season.

8. Tree Trimming/Removal and Protecting View Corridors

Stephen Price presented several ideas both for mitigating the intrusion of trees in certain areas on homeowner and guest views and for addressing in certain other areas the expressed desire for additional screening. Discussion ensued. It was agreed that a

budget of \$15,000 would be established for work in the spring, with \$5,000 to be added to overall assessments to reflect the increase from what is already contained in Derek's budget model.

## **B. Budget and Assessment Schedule for 2016**

### **1. Operating Budget**

Derek Goodson highlighted key assumptions and provisions in the operating budget (v2), which he had previously distributed and an earlier version of which was reviewed by the Finance Committee and the Board. Minor updates are included in this latest version.

### **2. Capital/Reserve Budget**

Derek reviewed key reserve items reflected in the budget that was distributed, as well as the impact of those items discussed earlier in this meeting (items in III.A.). Discussion followed, as to precise amounts to be included in the budget.

### **3. Assessment Schedule**

Derek discussed briefly how the budget feeds into the calculation of assessments, including the impact of changes in Teton County real estate assessments on the allocation of budget costs between the commercial and residential unit categories (per the CC&Rs). He confirmed that the budget for reserve expenditures is significantly higher than the corresponding assessments for 2016, implying that a reserve drawdown will be necessary to fund some of the reserve expenditures.

Motion to approve the SCHOA budget for 2016 (v2), adjusted for the items discussed earlier in this meeting, and to adopt the corresponding Homeowner assessment schedule, as presented by Derek and adjusted. M/S/U.

## **C. Other Business**

### **1. Water System and Fire Protection Letter to Homeowners**

Bob Pisano reported that a draft (but as yet incomplete) letter to the SCR homeowners has been prepared by Nelson Engineering and

circulated to the Directors for input and comments. Bob indicated that he is attempting to reach Mike Hammer for certain background information. Stephen Price indicated that he has contacted the Teton County Fire Chief for additional information and is awaiting it. When all of the information is gathered, the intent is to finalize the letter and send it to all of the homeowners.

2. Delinquent Homeowners

The Board went into executive session to discuss the matter. Coming out of executive session, no formal action was taken.

3. Quarterly Board Meeting Dates and Times for 2016

Quarterly Board meeting dates for 2016, which were set at the New Board meeting on October 3<sup>rd</sup>, are as follows:

1<sup>st</sup> quarter – January 5<sup>th</sup>.  
2<sup>nd</sup> quarter – March 22<sup>nd</sup>.  
3<sup>rd</sup> quarter – June 21<sup>st</sup>.  
4<sup>th</sup> quarter – October 4<sup>th</sup>.

All meetings are scheduled to begin at 9:00 am Mountain Time. These dates and times were confirmed by the Directors.

4. Other – None.

**VI. Conclusion – Next Scheduled Meeting and Adjournment**

The next regularly scheduled Board meeting is the 1<sup>st</sup> Quarter Board Meeting to be held at 9:00 am on Tuesday, January 5, 2016.

Upon completion of the business at hand, the meeting was adjourned.