

SPRING CREEK HOMEOWNER ASSOCIATION BOARD
2nd Quarter Board Meeting Agenda
March 18, 2016

Attendees:

Directors present: Bob Pisano, Dave Conine, Ron Harris, Stephen Price,
Stuart Lang
Other Officers present: Derek Goodson
Others: Virginia Nowicki, Jackson Brandenburg, Kent Van
Riper, Karen Van Riper

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

The meeting was called to order at 8:30 am MST. The presence of a quorum was established. There was agreement to proceed with the agenda as previously distributed. It was noted for the record that the date and time for the meeting were changed by mutual consent of the members of the Board.

2. Review and Approval of Minutes

- A. **September 29, 2015 – 4th Quarter Board Meeting** – Motion to approve the minutes. M/S/U
- B. **October 3, 2015 – Annual Homeowners Meeting** – It was noted for the record that since the time of the last quarterly meeting the Board approved via email to publish on the Homeowner website the circulated draft of the minutes of last fall's Annual Meeting. The minutes to be posted are draft, with approval action to be taken at the upcoming 2016 Annual Meeting on October 8th.
- C. **January 5, 2016 – 1st Quarter Board Meeting** – Deferred.

3. Committee and Operating Reports

A. Finance Committee

1. Treasurer's Report

Derek Goodson presented the Treasurer's Report as of the end of February 2016, which he had previously distributed to the members of the Board (report dated March 18th). He commented that year-

to-date operating costs are running close to budget overall, although this is not terribly meaningful since there is only two month's of experience. Derek noted that two homeowners have dues which are significantly delinquent. The collection effort for one of them is now in the foreclosure stage. He expressed a continued concern with cash flow issues as the year progresses, exacerbated by the delinquent dues noted. Discussion ensued, and Derek fielded a number of questions from the members of the Board.

Derek also reported that he is now working with a new HUB agent in connection with the Association's property and general liability insurance, and that coverage for D&O liability has been bound (\$50,000 risk retained).

2. Approval of reserve expenditures M/S/U

Derek Goodson requested that twenty-five (25) reserve expenditure items, each documented in the March 18th Treasurer's Report, be approved. They total \$204,550.

Motion to approve the 25 reserve expenditure items enumerated in the March 18th Treasurer's Report and totaling \$204,550. M/S/U

3. Accounting Review/Audit of 12/31/2015 financial statements

Derek Goodson reminded the Directors that the Board, at its January meeting, authorized the appointment of Thompson Palmer to conduct an accounting review of the Associations financial statements for 12/31/15. He reported that documents and other information needed by Thompson Palmer to conduct its review of the Association's yearend financial statements have been provided.

4. Delinquent homeowners (executive session)

The Board went into executive session to discuss the matter. Coming out of executive session, no new actions were taken.

5. Reserve expenditures and cash flow management – Addressed as part of #1 above.

6. Other – Bob Pisano reported that Bob Wood has agreed to serve on the Finance Committee.

B. Architectural Committee – Deferred.

C. SCISD

Stephen Price made a brief oral report on the status of District projects.

Bob Pisano raised the question of water usage reporting to single family homeowners. Derek Goodson discussed the design work that has been done so far in connection with such reporting, including data compilation and draft reporting charts. Kent Van Riper volunteered to spearhead the effort to prepare reporting charts on a monthly basis through the end of the 2016 irrigation season, and Virginia agreed to handle the actual distribution of such reports.

- D. Managers' Reports** – Stephen Price made a brief oral report on activities as the SCHOA Manager, and both Stephen Price and Stuart Lang made brief oral reports related to their respective commercial entities.

4. Old and New Business

A. Infrastructure, Property, and Other Project Issues

1. Project management status

a. Gruen fireplace repairs/replacements

Jackson Brandenburg reported that the needed fireplace repair and replacement work has been completed in all but two units, which were deferred to accommodate owners or occupants. The remaining two units are scheduled for April.

b. Harvest Dance roof repairs

It was noted for the record that the Board had voted unanimously via email to award the reroofing contract for the Upper Harvest Dance units to Fortress Roofing. Work is scheduled for completion prior to the summer season. Jackson Brandenburg reported that the project appears to be on schedule.

c. Ongoing projects and plan for 2016

Jackson Brandenburg provided an oral report on other open and ongoing projects. He also summarized new projects on the planning list for 2016 and their anticipated scheduling. Derek Goodson confirmed that considerable improvement has been made in reporting and tracking project costs and the timing of funding needs.

2. Employee housing update

Stephen Price reported that buildout of the employee housing area in the upper level of the maintenance building is underway. The intent is for it to be ready for summer season occupancy. He indicated that SCRMM intends to remove the temporary mobile home used for housing before the end of fall 2016.

3. Water system letter, fire hydrants, and first responder

Bob Pisano reported that a letter addressing the SCR water system, drafted by Nelson Engineering, has been finalized and emailed to all homeowners.

Jackson Brandenburg reported that the Jackson Fire Marshall has reviewed the map of fire hydrants at SCR, which was prepared by Nelson Engineering. The specific question posed to her pertained to the locations of fire hydrants in the Ridge subdivision. She indicated that existing hydrant locations are acceptable.

Stephen Price reported that he has not yet received confirmation from fire officials regarding their historical position that SCR should not attempt to act as a first responder.

4. Tree trimming and protection of view corridors

Bob Pisano reiterated the reminder to the Directors from Stephen Price at the last quarterly Board meeting that some situations presently exist where trees may be interfering with neighbor homeowner views. Some of these situations involve townhome units and some involve single family homes.

Bob Pisano indicated that he had received a proposed approach from Karen Van Riper to addressing view corridor interference from

trees in the townhome subdivisions. Karen orally summarized her proposed approach and offered to lead an ad hoc effort to remediate problem areas within these subdivisions. Discussion ensued. The Board accepted her offer to lead a small task force to undertake this effort, and asked that she keep the Directors informed of progress, specific actions that she thinks should be taken, and estimated costs.

5. Interior renovations – potential guidelines

The specific matter that has arisen concerns construction staging and parking (contractors, homeowners, and guests) and work affecting adjacent units (e.g., activities creating toxic fumes) in connection with interior renovations in densely constructed areas, particularly the townhome subdivisions. Following discussion, the Directors referred the issue to the Architectural Committee.

6. Road cracking – The issue was referred to the SCISD, for addressing in connection with its road maintenance cycles.

7. Signage – Stephen Price gave a brief update on the overall project.

B. Governance and Related Issues

1. Homeowner communications & welcome letter – Stephen Price indicated that a draft letter has been prepared, but additional review and reworking is needed.

2. Updating of SCR rules/regulations – Deferred.

3. Spring Creek entity chart – Derek Goodson indicated that he had drafted a chart, and that he would distribute it to the Board.

4. Billing of time for SCRM line staff

Stephen Price described a situation that arises not infrequently, which is homeowner requests directly to SCRM line staff for work on the exterior of their unit. He asked that such requests be channeled through either Virginia Nowicki or himself, for

authorization and control purposes. He noted that this is not an issue for single family homeowners, since any such work is billed directly to the homeowner making the request.

C. Other Business

1. Sewer line and lift station along Spring Gulch Road

Stephen Price reported that the Airport Board continues to view connecting to the SCR sewer line as the preferred option for addressing its sewage disposal needs. If this were to occur, there would be three major user groups: SCR, Golf & Tennis, and the Airport. The sense of the Board is that it would be highly desirable to have another entity assume responsibility – such as the Town or County, a Special Powers Board, or some other third party (not the SCHOA or SCISD). Obviously, details would have to be identified and resolved among the parties.

2. Cross country skiing

Stephen Price reported that some glitches have occurred with regard to the cross country ski trail and other activities (sleigh rides, snowshoeing, and snow plowing). He indicated that he will attempt to develop a solution to these potentially conflicting activities prior to the next winter season.

V. Conclusion – Next Scheduled Meeting and Adjournment

The next regularly scheduled meeting is the 3rd Quarter Board Meeting to be held on June 21, 2016, beginning at 9:00 am.

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