

**SCPLOA BOARD MEETING
MINUTES
May 19, 2018
Swains Creek Pines Barn**

EXECUTIVE SESSION – 9:00 a.m. (closed meeting)
Collections, Enforcement, Personnel & Legal Issues

OPEN MEETING – 10:05 a.m.

1. **Welcome & Introductions:** Paul Placek

The Meeting was called to order and held at the SCPLOA Barn at 10:05 a.m. MDT by Paul Placek, Chairperson. Paul introduced all Board members present: Charlie Duvall, Vice-Chairperson; Ron Anderson; Lauren Patt-Kirby, Treasurer; Jane H. Lewis, Secretary; John Colman; Dan Theisen; David Pugh; and Cheryl Case. Clint Malburg, Property Manager and Amanda Crosby, CAM, SCPLOA Management Company representative.

2. **Secretary's Report & Approval of Minutes:** Jane Lewis

The proposed minutes from the January 13, 2018 meeting were submitted for corrections and/or changes and were accepted as read.

- Cheryl Case moved to approve the minutes as read. Seconded by John Colman. Motion carried

3. **Treasurer's Report:** Lauren Patt-Kirby

As of April 30, 2018, there was \$132,387.00 in Revenue with \$129,482.50 coming from dues. On the Balance Sheet there is \$300.00 in petty cash. The General Account includes \$176,877.87 There is \$5,199.66 in the playground fund and \$1,832.91 in pond maintenance fund. The balance for the Fire Department Fund is \$2,134.23 and the Reserve to Preserve Fund balance is \$146,090.77.

- Cheryl Case moved to accept the Treasurer's Report. Charlie Duvall seconded the motion. Motion carried

4. **Manager's Report:** Clint Malburg

The roads were prepared and covered with magnesium chloride during June 7-9. The roads were graded was in April and again in June. Roads were very dry and we used more water than last year, however, the company said this should be the best treatment to date. Behind the pavilion, the grass is looking better and there are two new horseshoe pits. The pond was planted with 700 pounds of fish. The pond has already dropped eight inches this month and we are hoping the pond does not dry up completely this year as it has in past years.

COMMITTEE REPORTS:

I. **Finance Committee** – Lauren Patt-Kirby, Chairman; Paul Placek, Vice-Chairman; Cheryl Case & Chris Schlaffman to assist

a. **Budget Report** – Lauren

Annual Budget: \$149,483.00. As of April 30, 2018, 98% of budget has been collected: \$132,387.00. Total expenses for the month of April 2018: \$6,564.79. There was a discussion regarding the need to increase the cash fund available to the managers. It was suggested to increase the cash fund from \$300.00 to \$500.00.

- Cheryl Case moved to increase the Petty Cash from \$300.00 to \$500.00. Charlie Duvall Seconded. Motion carried.

b. **Reserve to Preserve** – Lauren
146,090.77

c. **Status of Collections/Liens** – Lauren

There is a total of 58 Lot Owners delinquent with 45 owners with 2018 outstanding dues and 13 long-term lot owners, two delinquent owners have sold. Delinquencies will be sent to collections if they go

over 180 days or over \$1,000.00. Delinquent accounts will be sent to SCPLOA Management Company and/or SCPLOA attorney. As of April 30, SCPLOA Aging Delinquencies total: \$41,445.50.

d. Discussion on Collection and Distribution of Transfer Fees – Lauren

Lauren reminded everyone of the \$150.00 Transfer Fee, that the management company uses to update all current records.

II. Legal Committee – Paul Placek, Chairman; Dan Theisen, Vice-Chairman; Cheryl Case, David Pugh, Chuck Costa, Gina Chapman & Janelle Pearce to assist

a. Report on Pending Legal Action – Paul

Paul stated there is still an active recreational vehicle litigation. There is nothing to report as it is in a holding pattern with motions on both sides.

III. Facilities & Architectural Committee – John Colman, Chairman; Dan Theisen, Vice-Chairman; Ron Anderson, Charles Duvall, Gina Chapman & Clint Malburg to assist

a. Pond & Fence – Clint

The SCPLOA perimeter fence will be inspected over the next few weeks for winter damage. A sheepherder company has asked to bring in their sheep this summer. It will be a benefit to keep the grass down with the dry summer predicted. Paul stated he has spoken with the sheepherders company and ask to keep the sheep away from the runway.

b. Roads, Parking, Runway & Facilities – Clint

Runway will be sprayed for weeds last week of May 2018.

c. Dust Abatement Update – Clint

Clint stated 380 tons of magnesium chloride and 220,000 gallons was used on the roads this year.

d. Security issues, reports, concerns – Clint

There were no reports of break-ins or thefts over [2017-2018] winter. A few signs needed to be replaced from winter damage and a transformer was replaced from someone running into it over the winter. Garkane Power has since replaced the transformer.

e. Signage condition / addition of / removal of – Clint

Signage that was ordered over the winter can be picked up at the Barn.

f. Report on Architectural Requests – John

John reported six architectural applications to date in 2018. John reminded everyone all building and lot changes need to be preapproved prior and emailed to Amanda Crosby at CAM [Amanda@camutah.com] prior to starting any changes. The information is on the new form. Managers will monitor architectural progress over the season. Clint stated he is on duty Sunday – Wednesday and every other Thursday and Bob is on duty Thursday - Saturday.

IV. Community Relations & Events Committee – Jane Lewis, Chairman; David Pugh, Vice-Chairman; Ron

Anderson, Shirley & Rod Burke, Bobbie Cobell, Keene Sterrett, & Kelly Harrington to assist

a. CMFPD Update – Charlie

Chief Tuttle stated that currently there are no fire restrictions, however in June restrictions will be announced. A fire station is coming SCPLOA, which will help property owners with their insurance rating. The Christensen family donated the land and the station is expected to be open in about three years. There is a sign located on the proposed site, across from the dumpsters. There was a question regarding property owners burning without an approved fire pit. Chief Tuttle stated he has no authority over that type of situation and recommended to call the Sheriff's Department. There was a suggestion for a total ban of fires in SCPLOA, including fire pits. Chief Tuttle said it might be possible; however, one might need to contact Kane County authorities. Someone asked about the requirements needed for an approved fire pit and was directed to the website.

b. Neighborhood Watch – Bobbie NA

c. Community Connections – Keene NA

d. Newsletter, Website & Facebook – John

John showed everyone the new website. Jane and David currently manage Facebook with 338 members. Cheryl stated the Summer Newsletter will be sent with the Annual Lot Owners packet.

g. Deadline for Board Nominations –

Notices in June with deadline in July.

f. Upcoming Events:

Chili Cookoff (May 26); Summer Celebration (June 16); Stop, Shop & Swap (June 30); Spaghetti Fundraiser Dinner (August 11); Camp Golden Eagle (September 1); Annual Lot Owners Meeting & Pot Luck (September 2) -

g. Highway Cleanup: May 19 & October 6 – Jane

Today, May 19 at 1:45 meet at Barn. SCPLOA cleans highway 14 from mile marker 35 to 36.5 and the dirt road.

V. Swains Creek Fire Council – Charlie Duvall, Chairman; Ron Anderson, Vice-Chairman; John Colman, Gina Chapman, Chuck Costa & Teresa Zellhoefer to assist

Charlie stated there is a meeting following the Board meeting and SCFC will meet following each Board meeting. Charlie stated, the chairperson needs emergency information of all Lot Owners such as name, addresses, phone numbers, and emails. The Board agreed that as an emergency contact person for the community, which is a good idea. There was a question regarding the old signs that indicated the fire danger level and if we can have those posted again.

a. Report on CWPP and Fire Council Activities – Charlie

Charlie stated that Chief Tuttle will be presenting at the next meeting.

b. Report on Cedar Mountain Community Coalition Activities – Charlie - NA

VI. Old Business:

a. Website Live View – Paul

There are currently seven cameras working at the Barn. The problem with “live” shots is the bandwidth on the mountain. The solution will be clips of pictures every few minutes.

b. IT Support – Paul - NA

VII. New Business:

a. Amanda, CAM reports they currently have 90% of emails from lot owners. Paul suggested he would personally reach out those other 10% individuals.

VIII. Open Forum: Lot Owners to Address the Board (limited to 30 minutes)

Scott Burke, Lot 210, wants to put a shed on this lot and has submitted architectural forms. Clint stated he has walked his lot. Mr. Burke stated the shed will not be completed for about eight weeks. Shirley Burke Lot 652, Burkes are doing Summer Fun Days again this year and encouraged people of all ages attend and not just children. They need volunteers. They will have a Dunk Tank and maybe we can dunk Board members.

Butch Stout, Lot 790, Ask about how to do a Lot Joiner. He stated they purchased lot in 2016, asked about the steps. Mr. Stout was encouraged to first contact Kane County.

Clint spoke for a Lot Owner not present. Clint stated they have an approved trailer lot under the resolution and want to purchase the lot next to them and join the two lots. The property owner wants to know if the lots joined will still be an approved trailer lot. It was stated that this would be question for the SCPLOA attorney.

IX. Meeting Schedule:

June 16, July 14, August 18, September 2 (Annual Lot Owners meeting, Sunday at 1 pm, Pavilion), October 6, & January 12, 2019 (Time & Location TBD)

All meetings held at 10:00 am MDT (Utah time) at the Barn unless otherwise specified.

X. Adjourn

- Lauren Patt-Kirby made a motion to adjourn. David Pugh seconded. Motion carried

Respectfully submit, Jane H. Lewis, Board Secretary