

Star Valley Ranch Association
Board of Directors Meeting
February 16, 2017
7:00 p.m.
Town Hall

Mike Wardle: Chairman - Present
Ron Denney: Vice Chairman – Present via Teleconference
Donna Thompson: Treasurer – Present via Teleconference
Marsha Combe: Secretary – Present via Teleconference
Bob Meikle: Director - Present
George Toolson: Director - Present via Teleconference
Jere Kovach: Director - Present via Teleconference

Call to order: Chairman Wardle called the meeting to order at 7:00 p.m. and stated that there was a quorum and called for the Pledge of Allegiance.

Chairman Wardle thanked Council Person Sue Abrams for opening the building and for letting us use the facilities. He welcomed Ed Koch former Councilman.

1. Adopt Agenda:*

- Director Meikle made a motion to adopt the agenda.
Secretary Combe seconded the motion.
Motion passed unanimously.

2. Approval of Minutes for November 2016 Board Meeting:*

- Director Kovach made a motion to approve the November 2016 Board of Directors Meeting Minutes as written.
Treasurer Thompson seconded the motion.
Motion passed unanimously.

3. Standing Committee & Special Reports:

A. Chairman's Report: Chairman Wardle gave the following report:

There was no December Board meeting. Last month we had an issue with the phone system and did not have a quorum. Therefore there was no meeting or minutes for January 2017.

I am happy to announce that we are obtaining our driveway back. The Town will not have to plow anymore in the winter. We don't have to deal with it in the winter. We can close the hill off at both ends. All we have to do is maintain the fire hydrant over in the parking lot.

He stated there will be 3 Board Member positions available this year. If you are interested in running for the Board of Directors the election will be in June.

B. Golf and Greens Report: Director Toolson gave the following report:

Our Golf Course Superintendent Richmond is about to purchase two pieces of equipment. A Toro Greensmaster 3320 triflex hybrid and the Toro Dual Express Spin Grinder. This purchase is coming out of the Equipment Replacement Plan set up a few years ago.

- Director Toolson made a motion to approve Golf Course Maintenance equipment replacement purchase of \$73,008.60 as part of the Equipment Replacement Plan. Vice Chairman Denney seconded the motion. Motion passed unanimously.

C. Utilities Report: Vice Chairman Denney gave the following report:

The vote to upgrade the barn/silo facility did not receive an adequate majority to authorize a capital improvement project. SVRA members asked, at the December 23, 2016 meeting, what we would do if the vote failed. Following a serious discussion at the workshop on January 17, the board plans to proceed as follows:

1. Continue with the replacement of the steel roofing on the barn. This action was approved in the August 2016 Board Meeting. The approved contractor plans to complete during the winter of 2017.
2. Maintenance repairs to the barn concrete foundation and to the end-walls to resolve the major issues identified in the 2011 Sargent report and reiterated by Sargent in a workshop last fall will be initiated. The Sargent engineer indicated he would NOT attempt to show the barn met any structural code until these repairs were completed. After we can show that the barn does meet structural code, we can then begin to define repairs which would make the barn ADA compliant and to improve usability for more months of the year.
3. Removal of the silo portion of the barn/silo facility will be initiated immediately. The Sargent report and other engineering analyses obtained by previous Boards show the silo structure is sufficiently inadequate, that it cannot be used. Thus, the upper three floors of the silo are considered unsafe and have been blockaded from use for the last few years. The effort to remove the silo structure will require significant workarounds and temporary facilities. The golf shop may have to be moved into the barn utilizing installation of temporary walls, ceiling, and appropriate electrical work. A temporary trailer is another option for the golf shop. The bathrooms, both men and women, will need to be renovated or also placed in a temporary trailer, because the women's bathroom is in the silo structure and

the men's bathroom needs plumbing improvements. The entire work scope will need to be carefully defined, engineered and bid to accomplish the maximum benefit within our available funding.

You can therefore understand that at this time, this Board will not undertake an effort to replace the restaurant, lounge, or the large meeting space that was provided to the Association by the developer, and which all members expected to have available to them when they purchased lots in the Star Valley Ranch Association.

- Vice Chairman Denney made the following motion: I move the Star Valley Ranch Association immediately begin the project definition and engineering necessary to remove the silo structure and to make the appropriate temporary facility modifications in the barn or adjacent to it to enable golf operations at Cedar Creek Golf Course and summer activities in the barn to the extent feasible.

Please recognize that this motion does not authorize expenditure of any funding prior to the next meeting. The next month will be utilized by the board and the Utilities Committee to define the maintenance work adequately to begin to obtain preliminary engineering and construction cost estimates.

Director Kovach seconded the motion.

Member Ed Koch asked to repeat the information.

Chairman Wardle stated we have decided to proceed with tearing down the Silo. It is unsafe. We can't use the top 3 floor and it's beginning to tilt. Ernie came to our last workshop and told us that every season he has to make adjustments to the windows and doors so they will open and close. Since we unable to use the top 3 floors without putting a new foundation under it. We concluded best to knock it down and put in a temporary facility until we can upgrade the Barn and put more load on it. The only thing Sargents will sign off on right now is to replace the roof.

There was discussion about the Barn roof and permit. Chairman Wardle and General Manager Booker said we have cleared this with the Town. The roofer will have it done before we open for the 2017 season.

Motion passed unanimously.

4. **General Manager's Report: General Manager Booker gave the following report:**
Account Statements: All bank accounts have been reconciled for the months of November, December, and January.

Assessments:

2009 Lawsuit through 2016: 80 Lots unpaid (3.97%).

2017 Assessment Status: 656 Lots (32.54%) paid in full. 1360 Lots have not paid.

Business Activities:

The monthly transfers (November, December 2016 & January 2017) for the allocations of Annual Assessments transferred from the Operations Checking account are:

- The transfer for Barn/Silo Redevelopment into the Restricted Account was as follows:
2012 - \$0 (0 lots x \$44.09 for each assessment paid)
2013 - \$0 (0 lots x \$40.00 for each assessment paid)
2014 - \$80.00 (2 lots x \$40.00 for each assessment paid) Total = \$80.00
The account balance as of 1/31/2017 is \$207,587.43 which includes accumulated interest.
- The monthly transfers for the Major Maintenance Reserve Account was as follows:
2015 - \$65.64 (3 lots X \$21.88 for each assessment paid)
2016 - \$88.48 (7 lots x \$12.64 for each assessment paid)
2017 - \$1,404.81 (363 Lots x \$3.87) Total = \$1,558.93
The account balance as of 1/31/2017 of \$104,457.47 including accumulated interest minus any approved expenses.

An overview of SVRA Financials finds that January Gross Profit at budgeted levels and Total Expense slightly above budgeted levels (9.2%) resulting in year-to-date Net ordinary income prior to depreciation at 98.4% of budgeted levels. The YTD cash assets (12/31/16 Balance Sheet) Total \$1,602,593.62. The summary of the financials are, as always, available on the SVRA website.

As part of the standard year end procedures we reconcile the bank Operating Account to the established maximum balance of \$100,000.00 for the next fiscal year beginning.

2016 OPERATING ACCOUNT RECONCILIATION

ACCOUNT	OPERATING ACCOUNT ACTIVITY 2016	AMOUNT
87006	Green Canyon Project -Scherbel Survey	\$ 2,115.00
87007	Water Project -Forsgren	\$ 1,825.00
87003	#9 Cart Path & Bridge	\$ 5,860.96
TOTAL UNBUDGETED MAJOR MAINTENANCE CAPITAL SPENT & FUNDED BY MAJOR MAINTENANCE FUND		\$ 9,800.96
TOTAL UNPLANNED & UNBUDGETED CAPITAL SPENT		\$0.00
1000	Operating Account as of 12/31/16	\$193,305.02
	2017 Assessments prepaid in 2016 included in 2017 Budgeted Income	(\$4,679.78)
	2017 Operating Account Starting Allowance	(\$100,000.00)
AVAILABLE FOR TRANSFER		\$88,625.24

- Director Kovach made a motion to approve the transfer of \$88,625.24 from the Operating Account to the Future Needs Account, as part of the 2016 fiscal year end closing. The transfer is required by the Star Valley Ranch Association Operating Policy 3.6 fiscal year end closing.
Chairman Wardle seconded the motion
Motion approved unanimously

Assessments:

The Annual Newsletter and assessment invoices mailing was completed in early January. If you have not received your package please call the office and ensure that we have your current, correct mailing address. As a friendly reminder the Board set the 2017 assessment at \$360.60. Many people are sending payments for \$360.00. A payment of \$360.00 will not bring your balance current and will in turn make you ineligible to vote or receive member pricing.

Assessments are to be considered delinquent as of February 28, 2017, and if not paid by March 31, 2017 interest on the unpaid balance will be accrued effective March 1, 2017.

Office Staff:

Kathy, Ryan and myself have been busy keeping the administrative business running smooth. We have been sending out mailings, processing payments, answering members questions, making reservations for the summer season, scanning our documents to eventually get all current and historical documents digital. We have also changed Point of Sale companies and have been busy implementing and learning the new system.

Pro Shop:

All clothing has been ordered for the Pro Shop this year, some has already been received at the SVRA office. Ben will be back to work next month.

We have been able to schedule a new tournament the "Member-Member". We were able to fit in the Wildland Firefighters tournament. This required the dates of the Member-Member to be moved back 1 day. It will now be held June 1-2 with the Wildland Firefighters playing on June 3.

Golf Course Maintenance:

Kurt has been able to help groom the trails, get his shop organized, develop new plans for storage, and course development throughout the winter.

Steve Stohr, our mechanic is back to work this week. He will begin to go through the equipment, service every piece and make necessary repairs, to ensure our course continues to be in the excellent condition we have come to expect.

Facilities:

Ernie has been busy grooming, plowing, shoveling, and sanding. He has also been getting the barn ready for a new roof, continued to make improvements to the pool building and repair aging pool equipment. In the next month he will remove the existing pergo flooring in the Cookshack to allow for carpeting to improve the ever present acoustic issues in the Cookshack. The pergo flooring will be repurposed and installed in golf course restrooms early this spring. The improvements to the Cookshack require that this facility will be closed from February 19 until March 14.

The high quality, low price of everything we are able to provide to our members is due to our outstanding staff, their hard work, dedication and expertise. If you see a member of our staff full time or seasonal make sure to let them know how much they are appreciated.

Winter 2017:

This year the Ranch has experienced a rather brutal winter, bringing us several major storms. On a couple occasions this winter, the weather has made it unsafe for the SVRA staff and members to travel up the hill or to park in the parking lots. On those days SVRA will close the administrative offices.

For the winter of 2017 we continue to groom 18 holes at Cedar Creek for snow shoeing and cross-country skiing. We also groom Aspen Hills #1 for sledding. Grooming will be done only as weather and staffing allows.

Snowmobiles are allowed on both courses as always, but will be encouraged to refrain from driving on the groomed trails, with the exception of directly crossing a trail. Snowmobiles are also required to purchase snowmobile permits, available at the SVRA office, during normal office hours. As a reminder please stay off of the greens and other hazards.

All winter activity information has been incorporated into printed materials sent in the annual newsletter, available at the SVRA office and on the SVRA website. This information has become part of the educational dialogue with all winter activity participants and re-emphasized with snowmobile permit purchases.

5. **Old Business:** Chairman Wardle stated that the Wells Fargo account has been closed and moved to State Farm Bank in the amount of \$243,446.08 (Golf Course Maintenance Equipment Replacement Fund) State Farm Bank has provided us a higher interest percentage and less hassle as far as signers on the account.

There was some discussion about LVI being sold and in escrow.

6. **New Business:** None Stated
7. **For the Good of the Order:** None Stated
8. **Adjournment***
- Director Meikle made a motion to adjourn.
Vice Chairman Denney seconded the motion
Motion passed unanimously at 7:45 p.m.



Chairman Mike Wardle

Approved via teleconference

Vice Chairman Ron Denney

Treasurer Donna Thompson

Approved via teleconference

Secretary Marsha Combe

Approved via teleconference

Director George Toolson

Director Bob Meikle

Approved via teleconference

Director Jere Kovach