Star Valley Ranch Association
Board of Directors Meeting
September 21, 2017
7:00 p.m.
Town of Star Valley Ranch Town Hall

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

**Call to order**: Chairman Denney 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 Denney thanked Mayor Buyers for opening the building and for letting us use the facilities.

1. **Adopt Agenda:***

   Director Toolson made a motion to adopt the agenda.
   Vice Chairman Wardle seconded the motion.
   Motion passed unanimously.

2. **Approval of Minutes for August 2017 Board Meeting.***

   - Director Kovach made a motion to approve the August 2017 Board of Directors Meeting Minutes as written.
     Director Toolson seconded the motion.
     Motion passed unanimously.

3. **Standing Committee & Special Reports:**

   A. **Chairman's Report: Chairman Denney gave the following report:**

   I wanted to bring your attention to the vote, to approve the changes to the Bylaws. The Finance and Legal Committee recommended making these changes in their August meeting for two reasons. One is the Bylaws still contain verbiage recognizing Leisure Valley rights, which are all gone. The most important reason is to allow us to reduce the required quorum for elections from 30% to 10%. This reduction is not uncommon in an industry. I've received numerous emails from HOA organizations I belong to, and their required quorum is like 15% - 10%. What that does for us is it allows those people, who are willing to participate and vote in the annual election, to have their voice heard. By reaching the quorum we can proceed with our annual meetings. I encourage you to vote yes.

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

With the "Snow Birds" beginning to leave through the back-door and "Mother Nature" coming through the front door it would appear this year's golf season is winding down. The Ladies & Men's Golf Association activities are coming to an end, however the "die-hards" of each of these groups will more than likely continue playing until the "White Stuff" forces them to quit.

Once again this year, a big "Thank You" to Kurt Richmond and his golf course maintenance crew along with Ben Whalen and the Pro Shop staff. The golf course playing conditions continue to improve year after year, which should be appreciated by each and every property owner here on the "Ranch".

There has been quite a bit of activity in the real estate market here this year with the sale of homes and lots along with new construction. A large portion of these folks are buying here because of the golfing activities we at Star Valley Ranch provide.

On to the financial end of things, total golf rounds through September 19th are down 345 rounds compared to the same date 1 year ago. Year to date also on September 19th our total golf income is up to $22,996.80 compared to last year, and our total golf expenses are down $10,105.33. At this time we are sitting $33,102.13 better than a year ago, with 345 less rounds.

The weather is more than likely going to give us a few more rounds of golf this season so go out and enjoy.

Discussion followed about whether or not the revenue covered the costs.

Director George Toolson stated that the total golf income for this year through the 19th was $393,406. Golf expense including the Pro Shop and the Maintenance crew is $354,146 so that's $39,000 to the good.

**C. House & Entertainment Report: Secretary Combe gave the following report:**

I just wanted to talk about the September 9th Chili Cook Off. It was amazing! We had about 130 participants, the chili was great, it was fun, and we had 20 Paces and The Linford Band. I had many compliments on how much fun everybody had and they were hoping that we could have the band more often, but the band costs money. We were just thrilled with it. I would like to thank everybody for participating.

We have the Trunk or Treat to look forward to. It's Tuesday, October 31st and we do need volunteers. So, if anyone would like to volunteer, please call the office and let them know.

**D. Finance & Legal Committee Report: Treasurer Kovach gave the following report:**

Chairman Denney has covered all but one point that I intended to mention in my report. I do want to remind everyone that for the past four years we have been finding it more and more difficult to exceed the minimum number of voters necessary to meet quorum requirements at our annual meeting. This past year we were unable to conduct business and elect new board members because we lacked a quorum. Many home owners associations are having similar problems and changing our quorum requirement from 30% to 10% is not out of line with what other home owner associations have done.

**E. Architectural Control Committee Report: Vice Chairman Wardle gave the following report:**

Since the August 17th Board Meeting the following applications have been approved by the Architectural Control Committee:

1 Driveway Extension
5 New homes
1 Fence

**F. Utilities Report: Director Lujan gave the following report:**

As reported in the previous Directors meeting, I have been reviewing our aging irrigation system and recreation facilities. One area of immediate concern is the large cracks on the tennis courts which will need to be repaired before winter sets in and freezing causes expansion. Materials have been purchased and the repairs which will be completed shortly. We continue to explore the possibility of constructing pickleball Courts. Pickleball is one of the fastest growing sports and could be enjoyed by all age groups within the Association. Estimated costs to construct the courts would range between 40 to 70 thousand dollars, depending on the number of courts. We are exploring ways to fund the construction. Location of the courts would be determined at a future date.

We have been informed by the town we need to change the existing water hookup currently being used for the Barn and temporary offices. When the temporary offices were moved in, they were hooked up to the same existing 4 inch fire suppression culinary line which was being used to provide water to the Barn and Silo. We now need to reconnect to the 1 ½ inch, metered, culinary line. We have received a bid not to exceed $5,000 for the water hook up replacement.

- I would like to make a motion to authorize $5,000 from the Barn/Silo restricted account, for the expenses related to the water line replacement.

Director Kovach seconded the motion.
Motion passed unanimously.

- I would like to make a motion to authorize $30,000 from the Barn/Silo restricted account for expenses related to the barn renovations, engineering, new facility, soil testing, and consulting.

Director Toolson seconded the motion.
Motion passed unanimously.

Discussion took place about the new Association building. The current thought process is to construct a building just west of where the temporary building is now.

**G. Member Communications Report: Director Thompson gave the following report:**

As I reflect on the evening of August 16, 2017, and the number of members I have not previously seen at a community event of this nature, I realize the importance and meaning of the SVRA Vision:

"The vision of the SVRA is to provide and promote well maintained facilities and promote affordable recreational and social opportunities for its community under the DCC&Rs."

I would first like to thank everyone that attended our workshop for the time and interest you showed in OUR community and your desire to help move the entire Association in a positive direction. Each and every one of you in attendance matters and your input is invaluable. I do feel like we had a very diverse group in attendance that evening. At this time, I would also like to apologize for my failure to 'finish' the meeting in a proper manner. I should have thanked you then for your participation and informed you of how the information gathered that evening would be processed and how the results would be provided to you.

Our facilitator, Richard Norton of Norton Consulting, one of our own Association Members, and who has over 35 years facilitating meetings such as this one, asked everyone to sit at tables of eight, mixing with other members not just friends. I was pleased to see that so many people were willing to cooperate and truly put their ideas for the Association at the forefront.

As I assess the information from the sheets provided by over 80 of our Members who shared their thoughts regarding the strengths and weaknesses of our facilities and activities, and review the priorities and big ideas listed for this Association, I am eager to compile the information and provide a complete and accurate accounting of the overall input of our members.

While there were many items addressed on the "Priorities for SVRA" sheets from the seven (7) different tables, the issue of 'Facilities' was the number one starred item of concern. There were 34 stars regarding our facilities, 20 on the need and desire to update or upgrade existing facilities while 14 for new facilities were starred. Second, with 11 stars, was the need to get more 'Member Involvement'. In a tie for third, with nine (9) each, was the request for 'Pickle Ball Courts' and 'Streamlining the DCC&R Enforcement Process'. More 'Activities/Clubs/Fields' and issues regarding the 'Pool', whether it be to expand, make it year-round or give Members preference to the pool before outsiders, tied with six (6) stars each. 'Cultural Programs' was recorded with five (5) stars, while 'Weed Control' and 'Full Financial Disclosure' were starred three (3) times on the one sheet they were mentioned on. Blending the 'Association with the Town' was stared twice and with one star each was 'Tennis' and 'Advertising'. The ideas of 'Disbanding the Association' and 'Blending the Town and Association' were met with 22 moons, or strongly disagree stickers.

It seems appropriate at this time to break all the suggestions down in to a more manageable grouping. The top five (5) issues, including those that require attention within the next 12 to 18 months will be what we concentrate on first. We will work to address all the items that were listed by our Members in the coming months.

Immediate needs include:

#1 Facilities

New: We must have a new building ready for occupancy by April, 2019. Our lease on the modular buildings will be up as will our temporary permit from the Town for those buildings. We are working towards starting construction of a new building before the end of this year.

Barn: The cost to bring the Barn to year-round use condition would be quite extensive ($500,000-$1,000,000) and in the end, would still leave us with an old, basically same size, same use building we currently have without providing additional room for Association Offices or Pro Shop. It would look nicer than it does now, but wouldn't accomplish the future needs of the Association. We are in the process of receiving quotes from engineers for costs associated with making repairs necessary to fix foundation/structural issues and sheering the end walls of the building. The estimated cost to make these repairs should not exceed $100,000. These repairs are needed so we can continue to use the facility in its current capacity: a meeting room for general purposes, a place for quilters and card groups to gather a place for the Karaoke, pot-luck dinners and dance functions to be held and a quaint bar for Members and guests alike to enjoy.

Pool: The pool decking and coping will be redone this fall. It is budgeted to cost $16,000.

Aspen Hills: The building is very costly to heat throughout the winter months; therefore, we will winterize the building sometime in October and shut it down until spring. The future of this building will be a topic of discussion at a later date.

Cookshack: The cookshack has proved to be a nice, yet small year-round facility that can host small meetings, monthly Board workshops, quilting and card groups, and on occasion, our monthly Board Meetings. The addition of the carpet this past year was money well spent.

#2 Member Involvements:

We continue to ask for Member support, input and involvement. We need to fill five (5) vacancies on the Board of Directors next June. We would like to see Members offer their time and talents to help us build for a better future. Please consider getting involved, joining a committee or running for a position on the Board.

#3 Pickleball Courts:

We have submitted a request with the Town of Star Valley to rezone the lots on which the existing playground, swimming pool and pool building, the park and B-Ball courts, volley ball courts and horse shoe pits are located. Without the rezoning of these lots, the Association will not be able to provide Pickleball Courts in the near future. You can help make a difference by attending the Town meetings to show your support for the need to approve the rezoning of these lots.

#4 Streamline Process for Enforcing DCC&R Violations:

The Association follows the exact same process for each and every complaint that is filed with the Association

Office. This process has been in place for some time and makes every violation/complaint conform to the same processes and time frames. It would be helpful if every lot/property owner would comply with the restrictions set forth in the DCC&R's on their own. This would also help save Association funds that are spent to pursue unresolved complaints through the legal channels.

We will continue to address the other items mentioned at the facilitated meeting in the coming months. All matters listed will be addressed to give the entire Membership a better understanding of what we ARE doing, what we expect we will be ABLE to do in the near future and what things we are simply UNABLE to accomplish and the reasons why.

Again, thank you for participating. I appreciate everyone who added to this event.

4. **General Manager's Report: General Manager Booker gave the following report:**

**Account Statements:** All bank accounts have been reconciled for August without discrepancy.

**Assessments:**
**2009 Lawsuit through 2016:** 62 Lots unpaid (3.08%).
**2017 Assessment Status:** 1890 Lots (93.75%) paid in full.

Assessment collections with our attorney began this month. The attorney sent out a total of 62 notices. Since his letter 3 properties have started payment plans and 2 properties have paid in full. I look forward to reporting this number dropping.

**Business Activities:** The monthly transfers for the allocations of Annual Assessments transferred from the Operations Checking account in August 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 8/31/2017 is $143,476.93 which includes accumulated interest, minus any approved expenses.

- The monthly transfers for the Major Maintenance Reserve Account in August are:
  2015 – $43.76 (2 lots X $21.88 for each assessment paid)
  2016 – $37.92 (3 lots x $12.64 for each assessment paid)
  2017 – $104.49 (2 Lots x $3.87 for each assessment paid) Total = $186.17

  The account balance as of 8/31/2017 is $39,277.65 which includes accumulated interest minus any approved expenses.

Opening the additional account for SVRA future needs has been delayed by bank processing paperwork. Once the account setup is complete the funds allocated per each assessment will be reported as are the above accounts. The running balance, as of 8/31/2017, of the future transfer is $23,825.24. These funds currently remain in our operating account. The balance is calculated using the following figures:

2016 End of Year Reconciliation Allocation - $88,625.24
1880 Assessments collected @ $40.00/lot as of 8/31/2017 - $75,200.00
Total of transfers to Future Needs: $163,825.24

Future Needs Funds allocated to use in 2017 (as of 8/31/2017): $140,000.00

Balance of Account: $23,825.24

An overview of SVRA Financials finds the August Gross Profit slightly above budgeted levels (3.5%) and Total Expense slightly below budgeted levels (.5%) resulting in year-to-date Net ordinary income prior to depreciation at 109.7% of budgeted levels. The YTD cash assets (8/31/2017 Balance Sheet) Total $1,657,412.71. The summary of the financials are, as always, available on the SVRA website.

**DCC&R Compliance:**

This month we had 4 active DCC&R Complaints. Two of them have received letters from our attorney with no response, from the member. The Board has opted to pursue these complaints further.

There was an additional complaint that has gone through the friendly reminder and notice of violation. The Board has opted not to pursue this complaint further as there is no definitive violation. One member states there is a nuisance while the homeowner that the complaint has been filed against states the light is for safety and not a nuisance.

The last complaint has received both the friendly reminder and notice of violation. We are currently within the 2 weeks to comply after notice of violation has been received.

We also have the Sweat fence that we were able to get a judgement on last year about his fence that does not follow the SVRA fence policy. Today marks the year mark, and the attorney will be contacted in the morning to pursue.

**Marketing:** The drone video is now complete. It has been sent out via our email and Facebook page. We have also posted to our website at: http://svrawy.com/video-tour/ if you get a chance, I feel like it represents our facilities well.

**Budget 2018:** The 2018 budget is in progress. Members with suggestions and budget requests are encouraged to communicate with the respective standing committee chairpersons or myself by 9/30/2017.

**Facilities:** Restroom facilities will remain open as long as temperatures permit. The Bar and Golf operating hours will start to reduce as the days shorten and the temperatures fall. Check the weekly emails for updates.

**By-Law Meeting:** The Board has decided to hold a meeting to allow the members to vote to make changes to the By-Laws. These changes include removing the Leisure Valley Inc. verbiage and change the election quorum requirement from 30% to 10%. If you have not received your packet, there are packets available on the back table or contact the Association office to get a packet and make sure we have your current mailing address.

**New Employee:** Whitney Hamp joined the SVRA last week. Her super friendly personality and willingness to learn is a great addition to our staff. If you are in the area, stop by introduce yourself and welcome Whitney.

5. **Old Business:** None stated

6. **New Business:** None stated

7. **For the Good of the Order:**

Member Carolyn Koch stated that the Town Natural Resources Board is planning to begin garden tours sometime in July 2018 if
anyone is interested in showing their gardens. It would be a short period of time during the day. More information will come closer to time.

Vice Chairman Ron Denney asked if there will still be sharing of plant starts?

Carolyn Koch stated that it will still happen.

Member Cathy Toolson asked what the average number of voters come out and vote at our election and that the 200 voters could be our quorum.

Discussion took place about acceptance towards this vote and to attend the meetings if you are unsure about anything.

8. **Adjournment***

- Vice Chairman Wardle made a motion to adjourn.
  Director Toolson seconded the motion.
  Motion passed unanimously at 7:56 p.m.

Chairman Ron Denney

Vice Chairman Mike Wardle

Treasurer Jere Kovach

Approved via teleconference
Secretary Marsha Combe

Director George Toolson

Director Bob Lujan

Approved via teleconference
Director Donna Thompson