

Star Valley Ranch Association
Board of Directors Meeting
November 21, 2019
7:00 p.m.
SVRA Cookshack

Ron Denney: Chairman – Present
Carolyn Thacker: Vice Chairman – Present
Donna Thompson: Treasurer - Present
Fran Moore: Secretary – Present via Teleconference
George Toolson: Director – Present via Teleconference
Marsha Combe: Director – Present via Teleconference
Chuck Endres: Director – Present via Teleconference

Call to order: Chairman Denney called the meeting to order at 7:00 p.m. and called for the Pledge of Allegiance.

Chairman Denney recognized audience members including Councilman Don Baillie and Lee Hansen representing the Town of Star Valley Ranch

Adopt Agenda:*

- ❖ Chairman Denney asked for a motion to Adopt the Agenda
Director Thompson made a motion to adopt the Agenda.
Vice Chairman Thacker seconded the motion.
Motion passed unanimously.

Approval of Minutes for October 17, 2019 Board Meeting:*

- ❖ Chairman Denney asked for a motion to approve the October 17, 2019 Board of Directors Meeting minutes.
Director Thompson made a motion to approve the October 17, 2019 Board of Directors Meeting Minutes.
Vice Chairman Thacker seconded the motion.
Motion passed unanimously.

Standing Committee & Special Reports:

Chairman's Report: Chairman Denney gave the following report:

Welcome to the November 21, 2019 meeting of the SVRA Board of Directors. This will be the last board meeting until March 2020. Today, we will approve our budget for 2020. Tallia and her managers have worked diligently to develop a budget to accommodate the new Cedar Creek center expenses and expected income.

Construction of the new Cedar Creek Center facility continues. We have been told by the contractor that it will be ready by December 15 for receipt of a Certificate of Occupancy. Therefore, we expect to begin moving in before the end of the year. There will be some punch list items to complete, and the installation of the drain field will probably not occur until mid-winter due to continued delays in getting

final approval of the complete septic system design. Only limited staff will be allowed in the facility until that drain field is complete.

A lease agreement for operation of the restaurant and bar is being developed, such that we can solicit bids and be able to sign the agreement this winter, so the facilities can be operable when we open this spring.

The Capital Campaign that is underway to raise funds for purchasing new furnishings for the facility is continuing and has reached \$85,000. These furnishings will include the tables and chairs for the large meeting room, the restaurant, and bar as well as entertainment electronics, etc. The landscaping that the SVRA needs to do is also being completed from this fund. Work being worked on by Kurt this fall before the snow comes includes thinning the cottonwood trees along the #18 fairway and green, reworking the slope below the access road, and preparing the slope from the facility down to the driving range and #9 green.

I want to thank the directors, all the SVRA management and staff, and all the volunteers that have worked tirelessly to achieve a very successful 2019 year. We have been able to complete the construction of the new Member Center, and to also have a great golf year for all the members and guests including many successful tournaments. Our numerous House and Entertainment activities were carried out with great success.

I repeat again this month that elections for two board members will be held next June. All members are asked to consider whether they can contribute to the functioning of the board of directors by volunteering to run for the board. Let's not wait until next March!

Financial and Legal Committee Report: Director Thompson gave the following report:

The Finance & Legal Committee met on November 12, 2019, to review and discuss the proposed 2020 budget which had been prepared by our GM, Tallia Booker. Our committee, while small (few volunteers), has a great deal of experience in the financial field both outside the Ranch as well as with previous experience related to the Ranch's finances. Committee member Bob Saunders was unable to attend via phone on our scheduled meeting day and Jim Vandel did not respond to my email about the F&L meeting. The Committee members in attendance were myself and Fran Moore, as co-chairs and Mike Blackman. We asked questions regarding different budget items, thoroughly discussed the hows and whys, and were provided with detailed explanations of how the budgeted amounts were arrived at. After the budget review was complete, all members in attendance gave Tallia a pat on the back for her never-ending dedication to the job.

Pending legal issues include the Foreclosure Sale of a Lot in Plat 5, which the Ranch bid on at the Sheriff's sale.

The two (2) properties that are in non-compliance with the DCCR's have been submitted to the attorney and courts for further action by the court system.

In addition, I would like to report that we have not yet received a ruling from the courts regarding the summary judgement hearing held last month on the Kittleston/Daley lawsuit. As soon as a ruling is

received regarding the lawsuit, and our attorneys advise us to do so, we will post the necessary information on the website.

Also:

In review of the expenses associated with the building, and because we have experienced a couple of required expenditures relevant thereto, a transfer from the general funds to the building funds in the amount of \$71,365.27 was needed.

❖ **Approval of Transfer of Funds for Change Orders**

Director Thompson: "I hereby make a motion that the Association approve a transfer \$71,365.27 from the Association operating account to the building construction account to cover the required expenses associated therewith. These funds have been deposited with Bank of Star Valley in our construction loan funds account."

Discussion with the audience regarding specific use of funds.

Vice Chairman Thacker seconded the motion.

Motion passed unanimously.

Architectural Control Committee Report: Vice Chairman Thacker gave the following report:

The Architectural Control Committee approved 3 permits since our last meeting:

1 fence, 1 new home, 1 garage.

Things have slowed down for the year.

House and Entertainment Report: Director Combe gave the following report:

Halloween this year was a big success at Star Valley Ranch again this year. With over 300+ kids attending braving the FREEZING cold this year, it is proven to be one of the best events in Star Valley. With over 150 hours of time spent, by the SVRA staff and their families, setting up the event and over 40 volunteers helping the night of the event, this is no small accomplishment. A HUGE thanks to the Town of Star Valley Ranch Mayor, Kathy Buyers for providing the hot chocolate to help fend off the cold, Mike Wardle for handing out special treats, The SVHS syncopation and concert chorale groups, Carolyn Thacker, Dolores Albers, Judy Baillie, Jan Parrott, Kevin & Cathy Leonard, Jason & Alex Ivie, and Chris Sharp for the outstanding acting in the Haunted Barn! This event would not be possible without the amazing help of the SVRA staff and families. Thank you to Trish & Doug Smith, Ernie & Heather Bigelow, and Tallia and Mike Booker for their hard work, and dedication to the success of this event. If you haven't come to this event in the past, put it on your calendar for next year. You should not miss it!!

2020 Budget Presentation: General Manager Booker gave the following presentation:



**The Maximum Annual Assessment is
determined using the formula:**

$$(\$377.62) \times (\text{CPI index for July, 2019/CPI index for July, 2018}) \\ = 2020 \text{ Maximum Annual Assessment}$$

$$(\$377.62) \times (256.571/252.006) = \$384.46$$

2020 SVRA Operating Budget

- **Association Business**

- Income - \$894,275.36

- Assessment Income - \$775,071.36
 - Income minus Assessment - \$119,204.00

- Expense - \$616,013.10

- Property Taxes - \$49,500
 - Professional Services - \$51,850.00
 - Insurance - \$78,900.00
 - Uncollectable Assessment Allowance - \$31,190.31
 - Committees - \$31,650.00
 - Association Other - \$372,922.78

- Cost To Operate not including Assessment Income:
\$496,809.10

- \$496,809.10/2016 Assessable Lots = \$246.43/lot

- **Facilities**

- Income - \$59,550.00

- Expense - \$187,734.85

- Amount Covered By Assessment: \$128,184.85

- \$128,184.85/2016 Assessable Lots = \$63.58/lot

- **Golf Operations**

- Income - \$475,100.00
- Expense - \$496,652.22
 - Pro Shop - \$204,572.28
 - Golf Course Maintenance - \$292,079.95
- Amount Covered By Assessment: \$21,552.22
 - \$21,552.22/2016 Assessable Lots = **\$10.69/lot**

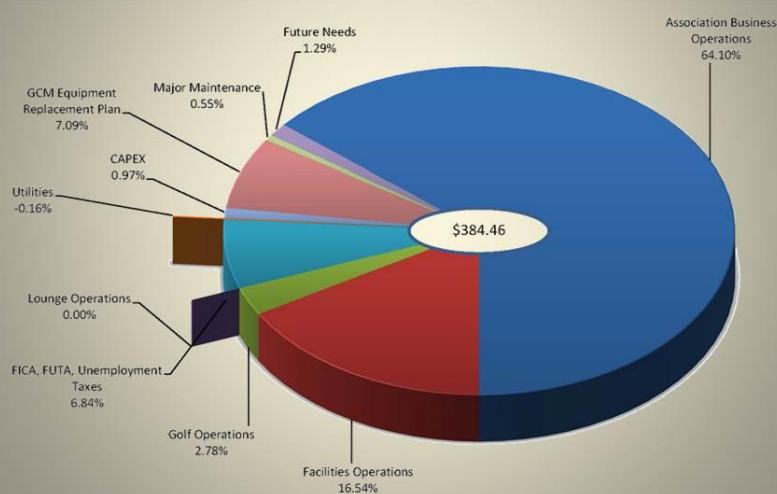
- **Other**

- Income - \$1,200
 - Utilities - \$1,200
 - \$1,200.00/2016 Assessable Lots = +\$.60
- Expense - \$53,000
 - FICA, FUTA, Unemployment \$53,000
 - \$53,000/2016 Assessable Lots = **\$26.29**

Other 2020 Budgeted Expenses

- CAPEX - \$7,500
 - Golf Cart Path Improvements - \$7,500
- Future Needs
 - 2020 Future Needs Allocation - \$10,000
 - \$10,000/2016 Assessable Lots = **\$4.96/lot**
- Major Maintenance
 - 2020 Major Maintenance Contribution - \$4,225.19
 - \$4,225.19/2016 Assessable Lots = **\$2.10/lot**
- GCM Equipment Replacement Plan
 - 2020 Annual Fund Requirement - \$55,000.00
 - \$55,000/2016 Assessable Lots = **\$27.28/lot**

2020 SVRA Budget – Assessment Dollars at Work



2020 SVRA FEE SCHEDULE

| Greens Fees | Member | Non-Member | Twilight (Mon - Thurs after 2 p.m.) | Junior |
|--------------------|----------|------------|--|----------|
| Cedar Creek | | | | |
| 18 Holes | \$ 31.00 | \$ 35.00 | \$ 31.00 | \$ 18.00 |
| 9 Holes | \$ 18.00 | \$ 20.00 | \$ 18.00 | \$ 10.00 |
| Aspen Hills | | | | |
| 18 Holes | \$ 22.00 | \$ 24.00 | \$ 22.00 | \$ 18.00 |
| 9 Holes | \$ 13.00 | \$ 15.00 | \$ 13.00 | \$ 10.00 |

| Cart Rentals - Per Rider | Trail Fees - Per Rider |
|--------------------------|------------------------|
| Both Courses | Both Courses |
| 18 Holes | \$ 14.00 |
| 9 Holes | \$ 11.00 |
| Twilight | \$ 9.00 |
| | 18 Holes \$ 9.00 |
| | 9 Holes \$ 6.00 |
| | Twilight \$ 4.00 |

Annual Recreation Passes

Platinum includes golf, swim, trail fee (couples include up to 2 trail fees-non transferable), driving range, and \$20 Duffer's bucks
 Gold includes golf & swim

| | Member | Non-Member |
|--------------------|-------------|-------------|
| Platinum - Single* | \$ 1,115.00 | \$ 1,280.00 |
| Platinum - Couple* | \$ 1,775.00 | \$ 2,105.00 |
| Gold - Single* | \$ 840.00 | \$ 950.00 |
| Gold - Couple* | \$ 1,445.00 | \$ 1,665.00 |

| Annual Golf Passes | | | |
|--------------------|-------------|-----------|------------|
| | | Member | Non-Member |
| | Aspen Hills | \$ 325.00 | \$ 375.00 |
| | Junior | \$ 110.00 | \$ 110.00 |

| Annual Trail Fee Passes | | | |
|-------------------------|---------------------------|-----------|------------|
| | | Member | Non-Member |
| | Trail Fee | \$ 275.00 | \$ 330.00 |
| | Each Additional Trail Fee | \$ 110.00 | \$ 165.00 |
| | Driving Range - Single | \$ 75.00 | \$ 85.00 |

*Ask for Member Recreation Pass Discount - 70+ yrs old.
Discount not valid on Non-Member Recreation Passes.

| Swim | Member | Non-Member |
|-------------------------|-----------|------------|
| Daily Swim | | |
| Adults | \$ 5.00 | \$ 6.00 |
| Child (3-12 yrs old) | \$ 4.00 | \$ 5.00 |
| Infant (under 3) | N/C | N/C |
| Annual Swim Pass | | |
| Single | \$ 125.00 | \$ 175.00 |
| Family (up to 5 people) | \$ 275.00 | \$ 325.00 |
| Swim Punch Card | | |
| 20 punches | \$ 60.00 | \$ 80.00 |

| Tennis | Member | Non-Member |
|---------------------------|--------|------------|
| Daily Tennis | | |
| Adults | N/C | \$ 4.50 |
| Child (3-12 yrs old) | N/C | \$ 3.50 |
| Infant (under 3) | N/C | N/C |
| Annual Tennis Pass | | |
| Single | N/A | \$ 150.00 |
| Family (up to 5 people) | N/A | \$ 300.00 |
| Tennis Punch Card | | |
| 20 punches | N/A | \$ 60.00 |

| Facility Rentals | Member | Non-Member |
|---|-----------|------------|
| Barn/Banquet Room | \$ 250.00 | \$ 350.00 |
| Pavilion & Flex Room | \$ 50.00 | \$ 75.00 |
| Swimming Pool | \$ 80.00 | \$ 110.00 |
| Special Event Package (Pool & Pavilion) | \$ 90.00 | \$ 125.00 |
| Tables-Each table, per day | \$ 5.00 | N/A |
| Chairs-Each chair, per day | \$ 1.00 | N/A |

| Membership Cards | Member | Non-Member |
|------------------|---------|------------|
| | \$ 1.00 | N/A |

| Snowmobile Fees | Member | Non-Member |
|-----------------|----------|------------|
| Daily | \$ 5.00 | \$ 5.00 |
| Annual | \$ 15.00 | \$ 15.00 |

| Annual Assessment | Member | Non-Member |
|-------------------|--------|------------|
| | \$ | \$84.46 |

2020 Assessment Schedule

- ❖ Annual Assessment To Be Billed and Mailed January 6-10, 2020
- ❖ Delinquent If Not Paid By 02/29/2020
- ❖ If Not Paid By 3/31/2020, Interest On Unpaid Balance Commences, retroactive to 3/1/2020

Director Thompson made a motion for the following:

“I move that the Operating Budget, Income (\$1,430,125.36), Expense (\$1,353,400.17), CAPEX Budget (\$7,500.00), Golf Course Equipment Replacement Fund (\$55,000.00), Major Maintenance Contribution (\$4,225.19), Future Needs Contribution (\$10,000) Fee Schedule, and the Proposed Annual Assessment (\$384.46 per lot) as just reviewed be approved.”

Vice Chairman Thacker seconded the motion.

Motion passed unanimously.

Director Thompson made a motion for the following:

“I move that the proposed Assessment Schedule as detailed in the prior presentation, initial mailing between January 6th and 10th, 2020, to be considered delinquent as of February 29, 2020, and if not paid by March 31, 2020 interest on the unpaid balance will be accrued effective March 1, 2020, be approved.

Vice Chairman Thacker seconded the motion.

Motion passed unanimously.

General Manager’s Report: General Manager Booker gave the following report:

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

Assessments:

2009 Lawsuit through 2016: 16 Lots unpaid (0.79%).

2017 Assessment Status: 1992 Lots (98.81%) paid in full.

2018 Assessment Status: 1982 Lots (98.31%) paid in full.

2019 Assessment Status: 1929 Lots (95.68%) paid in full.

Business Activities:

An overview of SVRA Financials finds the October Gross Profit at .63% below budgeted levels and Total Expense 2.85% below budget resulting in year-to-date Net ordinary income prior to depreciation at 105.48% of budgeted levels. The YTD cash assets (10/31/2019 Balance Sheet) Total \$694,830.36. The summary of the financials are, as always, available on the SVRA website.

Through our foreclosure process one lot was auctioned off on November 19th, due to non-payment of assessments.

Cedar Creek Center: Since the September Board meeting we have spent \$170,116.28 of loan funds on the Cedar Creek Center.

Capital Campaign: A capital campaign has begun for the Cedar Creek Center. To date we have received \$84,210.00. Capital Campaign Funds spent to date total \$7,533.79. Funds have been spent on

office furniture, landscaping, televisions, and restaurant furniture. All funds spent from this account will be reported on at a Board meeting.

Family/Individual donations of \$500.00 or more will be recognized on the “Valley of Stars” wall inside the Cedar Creek Center. Business/Corporate sponsors will also be recognized for donations of \$1,000.00 or more. If you are interested in making a donation contact the SVRA admin office or George Toolson (307) 883-7717.

DCC&R Compliance: We currently have 2 lots we have turned over to our attorneys. The attorneys are working on motions to show cause.

SVRA Staff:

Trish Smith is the newest full-time, year-round employee at SVRA. Trish joined the team in September. She continues to learn the ins and outs of her new position. Her experience with Customer Service and Marketing, have already proved Trish as a great addition to our team.

Heather Bigelow, joined the SVRA team in June. She started as the Member Services Coordinator and willingly moved to the bookkeeping position. Her attention to detail and commitment to go above and beyond for all things SVRA is greatly appreciated.

This year Ben Whalen provided countless hours of lessons and clinics. This summer, Ben and his staff provided exceptional customer service, increasing the SVRA value and experience.

Kurt Richmond and his staff continue to raise the quality of golf we provide at SVRA, while keeping under budget.

Thanks to the maintenance crew and pro shop staff we continue to provide the best golf in Star Valley.

Ernie Bigelow continues as the SVRA employee with the most seniority with over 19 years. 19 years of hard work, dedication, he is invaluable! If there is something that needs fixing, adjusting, or looked at, chances are Ernie knows where to start and how to complete the task under budget and on time.

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 the SVRA staff, please let them know how much they are appreciated.

Winter 2019-20:

All winter activity will be incorporated into a brochure. This brochure has become part of the educational dialogue with all winter activity participants and re-emphasized with snowmobiles permit purchases.

For the winter of 2019-20 we will continue to groom 18 holes at Cedar Creek for snowshoeing and cross-country skiing. We are looking at the possibility of grooming Cedar Creek #1 or #9 for sledding. This will allow for the parking lot on Vista East to remain unplowed. We are hoping this will prevent the accidents caused by the slippery hill. Grooming will only be done as weather and staffing allows. There will be no set schedule for grooming.

Snowmobiling on SVRA property will be allowed once we have enough snow and a good base develops. We will announce the opening of the courses to snowmobiles on the marquees, in SVRA emails and on the SVRA Facebook page.

Snowmobiles will be 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. Snowmobile permits are available at the SVRA office during normal business hours. If the courses are open to snowmobiles during the holidays we will have a phone number to call and purchase permits during the holiday break (December 23rd-January 5th).

Once weather permits, we will install and maintain the ice skating rink on the basketball court at Cedar Creek Park. This too will be cleaned and maintained as weather and staffing allow. It will not be cleaned or maintained during the holiday break.

Old Business: None Stated

New Business: None Stated

For the Good of the Order:

Lee Hansen let the Board know that their liquor licenses were approved by the Town of Star Valley Ranch he also informed the Board and the audience that because the Mid Valley Fire Department petition did not receive enough signatures this time, the process will begin again in 2020.

Adjournment:

- Vice Chairman Thacker made a motion to adjourn.
Director Thompson seconded the motion.
Motion passed unanimously at 7:29 p.m.

Ron Denney, via Video Conference

Chairman Ron Denney

Carolyn Thacker, via VideoConference

Vice Chairman Carolyn Thacker

Donna Thompson, via Video Conference

Treasurer Donna Thompson

Fran Moore, via Video Conference

Secretary Fran Moore

George Toolson, via Video Conference

Director George Toolson

Marsha Combe, via Video Conference

Director Marsha Combe

Chuck Endres, via Video Conference

Director Chuck Endres