



POA BOARD MEETING 10/08/2022

AGENDA

1. Administrative, Amy Karcher, President
2. Water- Dan Fillion, Water System Operator
3. Financials- Gary Myers, Treasurer
4. Maintenance- Michael & Lowell Howlett, Maintenance
5. Compliance- Marty Phipps, Committee Member
6. Amenities- Amy Karcher, Amenities Director

ATTENDEES

Board Attendees:

Amy Karcher

Gary Myers

Michelle Fillion

Nathan Cason-Zoom

Marty Phipps

Maintenance:

Lowell Howlett

Michael Howlett-absent

Other Members:

Ross Karcher

Steve Howard

Absent Board Members:

Michael Wade

Daleen King-resigned

1. ADMINISTRATIVE- AMY KARCHER, PRESIDENT

Topics:

- Meeting minutes- We will continue the Powerpoint format for now instead of Word.
- Annual member meeting venue- The Sunrise Event Center is available the second Saturday in August. We can reserve separate meeting rooms for the HOA and POA annual membership meetings, and then have combined amenities meeting. It's less expensive than renting the tent and Coopers generally needs to get their tables reset as soon as possible to open by 11. If we can keep the normal date and time- it's just a venue change. We will work with the HOA to book. It was also discussed whether we should have food catered, to promote community participation.
- Board roles- Daleen King asked to resign. Nate was appointed to the Nominating Committee. The Nominating Committee (Amy & Nate) will post something to solicit membership interest in future Board roles.

Action items:

1. Work with HOA to book Sunrise Event Center
2. Look into catering for annual membership meeting
3. Post to solicit membership interest in future Board positions

2. WATER- DAN FILLION, WATER SYSTEM OPERATOR

Water usage: Water usage for the last 30 day period was 575K, 251K on Plat-B and 324K on Plat-C. These numbers match up well with traditional readings. Well levels remain in acceptable range, Plat-B well 95 feet and Plat-C well 50 feet. Plat-C well has come up a few feet from summer lows.

Testing: I will file a drinking water monitoring waiver with the health dept in November, to see if they will approve it. This would allow us to do fewer of the more expensive monitoring tests for a 3 year period, based on our history of not detecting soc's or voc's in the past.

New Projects: A grandfathered water meter was installed at C-611 as the meter for this lot was installed on C-612 by a mistake made 10 years ago.

A new meter hook up was installed at C-516 for new construction.

At this time we are out meter setters so cannot do additional water hook ups. I did call Core & Main, our water parts supplier, they have a bunch of parts for us, but are waiting on the back ordered meter setters. They will ship the items as soon as they are received, hopefully by the end of October.

Equipment: The Pump battery for Plat-B #1 reservoir was replaced in early October, the old battery failed, but was only a month or so old. This is the second defective battery this year.

I purchased several more new batteries to have on hand, they are in the desk in the Plat-B well house.

I still need to get some posts and an electrical enclosure to complete the upgrade on the Plat-C reservoir radio system, will get to Logan later this month and get the needed items.

No other major items or leaks to report at this time.

Annual Readings: See next slide.

I have reached out to Maguire Iron to get their rep to visit us. They will perform an inspection and provide feedback to address issues with the Plat-C reservoir lining (30 years old- ongoing deterioration). I have a proposed contract for inspection services and consultation on solutions.

Action item: Board approved moving forward. Gave Amy the proposed contract with Maguire Iron for signature, to return to Maguire.

2. WATER- METERS AND BILLINGS

Last Meeting: Meter reading were recently completed in September by Dan & Michelle Fillion. There were some discrepancies on Plat B when compared to prior year readings. The following has since occurred:

Amy:

- Worked with Lowell and Dan to re-check roughly 18 meters. The 2022 reading looked good- only one minor discrepancy given the meter had fog.
- Reviewed water meter billing history back to 2018 by lot to see trends. Added Quickbooks payment data. Provided to Gary.
- Spreadsheet row errors in the 2021 billings that impacted roughly 90 lots. There were:
 - 42 overbillings totaling ~\$4k
 - 49 underbillings totaling ~\$4k, of which half were under \$50.

Discussed how to handle. We definitely need to refund any overbillings (apply to current year water bills). But should we bill for the underbilled properties? Discussed several options, but in the end, it didn't seem worth the money to continue to debate overly complicated options. It was simply a mistake and we acknowledged moving forward is the best option.

Marty made motion to write-off underbilling and refund overbilling via credit. Nate seconded. Unanimous in favor.

3. FINANCIALS- GARY MYERS, TREASURER

- Financial Statement Review- September financial statement review- YTD budget vs actual looks good. We are over budget on expenses, mainly due to sewer project. Overall we will end up short \$50k. We can take out of reserves- which were about \$300k at end of year. So we'll have reserves of \$250k.
- Follow-Up- Sewer board will install generator, in meantime, POA will use generator in the event of an emergency. We still need to get sewer power out of POA's name. Gary will email Lowell information so Sewer District can call Rocky Mountain Power.
- Foreclosures- Gary brought up 2 accounts that make up for \$11K of revenue deficit. Attorney is filing foreclosures on them.
- 2023 budget- The proposed 2023 budget is the same as presented at the annual meeting in August with the exception of Interest Income which Gary increased by about \$5,000 and also added \$5,000 to the Contingency Fund to better reflect the recent increase in interest rates. Amy made a motion to approve budget for 2023, Marty seconded. Unanimous in favor.

Action items:

1. Gary will email Lowell information so Sewer District can call Rocky Mountain Power.
- 2.

4. MAINTENANCE- SNOW PLOWING

Problems:

- The POA charges a flat fee for snow plowing, but not all driveways are equal. Some can take 5 minutes and others can take 30 minutes to plow.
- Lowell proposed a communication. We need to clarify and simplify rate structure for plowing drives.
 - Lowell and Amy will simplify the form. Then it will be sent to Gary to send to members with water bills.
 - Suggestion:
 - One driveway (without horseshoe): \$150
 - One driveway (with horseshoe) or Two driveways: \$200
 - Large areas to clear: \$250

4. MAINTENANCE- GARBAGE

Problems: continued from last month

1. Some of the communities off of Loveland Lane removed their dumpsters and replaced them with can receptacles. We believe non-members are now leaving their junk at our dumpsters in addition to members and contractors.
2. The junk being placed into our dumpsters have been causing damage to the county's garbage trucks. Lowell discussed Michael is tired of having to climb into dumpsters to pull stuff out. He's been checking dumpsters on way home from golf course job, that job ends in October, should he still check daily? Some of the items are likely fine to leave in the dumpsters. We will work with the County to get better guidance on what needs to be removed.
3. Need to check with County about gating the dumpster area. We previously had a locked gate, but the County complained about how it opened and told us to take it down.



Action items:

1. Consider having a rolloff or box available- \$225 for 7 day period. When? During 5 major holidays per year?
2. Meet with County to discuss specific items to be removed and potential gate options.

4. MAINTENANCE- LOWELL & MICHAEL HOWLETT, MAINTENANCE

Mountain Maintenance	Comments
Fix electrical box on outside wall - Upper shed	
Finish sign with clear plexiglass	Done 9/22
Dig rocks out - Mtn Way from shed upward	In process
Repair fence above main shed	

- Snow chains have been purchased, and snow plow blade, finished sign, Michael has been digging out rocks on mtn way now by the shed.
- Lowell found a place that has alternative/organic material to use on roads instead of mag chloride. Cost is about \$86K per mile 20ft wide. It's less expensive than pavement- but still very expensive. Something to keep in mind.

Vehicle Maintenance	Comments
Install snow plow mount to 94 Dodge	
MXT, LXT 580K replace light bulbs	
Emergency lights on Fire truck not working	
Order snow chains for MXT & LXT	\$1700-done
Order new snow blade for LXT	\$400-done
Order shoes for snow blades MXT & LXT	Done

5. COMPLIANCE- MARTY PHIPPS

Lowell brought up damage on Comanche Drive.

The contractor/company that damaged the road is responsible for the cost of repairing road damage. This was a spec home, so the builder (Ram Tuff Construction-Carlos) is responsible and put up the \$10K bond. The builder has plans to build on that corner next. However, he hasn't applied for approval yet.

Action items:

1. Call the builder to discuss his responsibility of getting the road fixed.

6. AMENITIES- AMY KARCHER, DIRECTOR

Amy spoke about the amenities meeting:

- We have leftover dues on our balance sheet- we will want to eventually use these funds.
- Amenities Board has been meeting to discuss future projects, but we are in need of a Special Meeting to get budget and priorities set before the November meeting. Agreed to dig into the budget and see what can come out of the existing budget vs un-returned dues for 2022, 2023 and beyond.
- The new Board has been working well together, but need to get up to speed on all transition items. The Special Meeting will help.
- There are a handful of amenities projects planned- Beach, pickleball courts, collapsed Golf Course pond drainage pipe, recurring Golf Course irrigation problems, Cooper's maintenance and upgrades, etc.
- Lowell agreed there are concerns about Golf Course irrigation pipes- they are thin-walled. A complete overhaul would probably be around \$1M to replace all irrigation pipes on the Golf Course. Any fixes should be done in a manner to deter future problems.
- The burn pile was overgrown and a member damaged his tractor while trying to manage the pile. We should reimburse him for his damage- he's willing to accept a gold pass/gift card in exchange for the cost of damage. Who is responsible for costs associated with the burn pile- HOA or Amenities? It is on property held jointly by the POA and HOA, and all members are allowed to use it. We agreed it is an amenities responsibility.



APPENDIX A- SCHEDULES & CALENDARS

A.1 KEY DATES

Timeframe	Task
Every Month	Amenities Board meeting in person or over Zoom @ 9AM on second saturday
Every Month (proposed)	Board meeting in person or over Zoom @ 10AM on second saturday
January	Consider refunding any amenities carry-forward funds
August	Annual membership meeting for POA & Amenities- Exec to elect officers
September	Deadline to file annual report with State of Idaho - 9/30
October	Annual budget due (timing conflicts between CC&Rs & Bylaws)
December	Consider accepting amenities carry-forward funds

A.2 CURRENT BOARD MEMBER TERMS

Timeframe	Board Member
August 2020-2024	Daleen King- early resignation, vacant position
	Gary Myers
	Marty Phipps
	Nate Cason
August 2022-2026	Amy Karcher
	Michael Wade
	Michelle Fillion