

**SPRING CREEK ASSOCIATION BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
WEDNESDAY, NOVEMBER 16, 2016, 5:30 P.M.  
SPRING CREEK ASSOCIATION OFFICE  
451 SPRING CREEK PARKWAY, SPRING CREEK, NV 89815**

**CALL TO ORDER:** Chair Paddy Legarza called the Meeting to order at 5:30 p.m.

**DIRECTORS PRESENT:** Vice Chair Josh Park, Directors, Pat Plaster, Jim Jefferies, Travis Mahlke

**DIRECTORS ABSENT:** Directors Mike McFarlane, Paul McAnany,

**CORPORATE OFFICERS PRESENT:** Jessie Bahr – SCA President  
Kristine Preston – SCA Treasurer

**CORPORATE OFFICERS ABSENT:** None

**ATTORNEY PRESENT:** Katie Howe McConnell

**PLEDGE OF ALLEGIANCE:**

- I. COMMENTS BY THE GENERAL PUBLIC:** James Cummins (Tract 400) requested that the gate padlock for the SCA Rifle Range between the parking area and the shooting benches be removed to facilitate Handicapped Access. He noted that the gate has never been locked in the past; and noted that none of the Elko Shooting facilities are locked. He also noted that there is also a sign now on the gate stating that “No unauthorized vehicles are allowed on Spring Creek properties” and he understands the need for that but also questioned if that meant that he could not haul his 4 wheeler up to the Rifle Range parking lot and drive it up the hill to setup his targets? President Bahr clarified that yes, the COA rules prohibit the use of unauthorized motor vehicles on Spring Creek Assn. properties but she also indicated that in specific circumstances, accommodation should be made for handicapped SCA residents. She suggested that the SCA Board of Directors could provide a specific type of permit that could be carried by a resident so that Security would know that an exception has been made for that resident. Treasurer Preston also stated they currently have that type permit in use for the SCA Golf Course and that the same concept for the Rifle Range is appropriate.
- II. REVIEW, DISCUSSION AND POSSIBLE APPROVAL TO EXTEND AND/OR MODIFY THE AGREEMENT WITH TRAP & SKEET LESSEE, GERALD MATYS AND MATTERS RELATED THERETO.** President Bahr introduced the agenda item and noted that the lease and associated fees are included in the BOD Meeting Packets. Treasurer Preston offered additional clarification. Gerald (Moe) Matys was present and stated he has run the Trap & Skeet Range for twenty-three (23) years and that he has put his heart and soul into the project and has not had any complaints about the way he has managed the facility. He requested that his contract be extended for 3 more years. Scott Ackley of Ruby Mountain Clay Breakers stated that the SCA Trap & Skeet facility is integral to their existence and that people who come there for competitions state how lucky SCA is to have the facility; that people love to come to Spring Creek and shoot. Chair Legarza also commented that she has heard nothing but positive comments on the facility. No other public comment was offered. Vice Chair Park moved to extend the Trap & Skeet Range Lease for an additional three (3) years with Lessee, Gerald (Moe) Matys. The motion was seconded by Director Plaster. The vote was called and the motion carried 5-0.



**III. REVIEW, DISCUSSION AND POSSIBLE ACCEPTANCE OF THE HORSE PALACE DESIGN STUDY REPORT AS PRESENTED BY LOMBARD-CONRAD ARCHITECTS AND MATTERS RELATED THERETO.** Byron Smith of Lombard-Conrad Architects was present and indicated that they had evaluated all Horse Place systems and the building itself for the report. He detailed the names of the other organizations they conferred with and he summarized the scope of their evaluation process. They suggest a phased approach for the repairs needed. He outlined the phased repairs as follows:

**Phase 1.** Regrade around the building – lowering the grade to get the dirt away from the walls and slope the ground for proper drainage away from the walls of the building to protect wall panels. He also noted that Summit Engineering, the Civil Engineers, in evaluating the entire cite recommend that when grading work is done, it would be appropriate at that time to consider providing ADA (Americans with Disabilities Act) parking, even though they are not stating that ADA parking should be provided, but it is worth considering so that grading can be done properly the first time.

**Phase 2.** Architectural/Structural:

- A. Repair or replace all the siding and roofing metal panels.
- B. Repair/replace and repaint the super structure: the actual support of the building that holds everything else up.
- C. Building Insulation is needed. Roof should have batting type Insulation and the walls should have a rigid type insulation. They found that the original panels were unpainted. Today's similar structures are comprised of finished panels with 20 year warranties against weathering. The siding has gaps and fasteners are loose.
- D. The roof needs maintenance even though it is galvanized aluminum material.
- E. Replace all doors, door frames and entry slabs. Recommend all man doors should be ADA compliant. Grandstands should also be given consideration for ADA compliance.

**Phase 3.** HVAC & Electrical:

- A. Upgrade power distribution systems.
- B. Install infrared heaters.
- C. Install new air circulation fans, propeller fans with motorized air intakes and a heated make-up air system.
- D. Upgrade the lighting systems. Recommend LED lighting; it's much more efficient. Fluorescent is another lighting option. The skylights in the roof panels should be replaced but they are difficult to seal and insulate and to insulate them properly is quite expensive. Clerestory lighting is another option instead of the skylight option.
- E. Install a cooling system.

Chair Legarza asked whether stripping the roof and siding completely would be more cost effective. Mr. Smith explained it would be more costly initially but it would be more cost effective over time. The question was also raised on whether Elko County would mandate ADA compliance in that type scenario. Building Code compliance was also discussed. Other discussion ensued about ways to approach the project, what it would entail and the best use of funds in terms of long term maintenance and the life of the building. President Bahr offered comment on what types of decisions/options need to be considered. The cost analysis is provided in the BOD packets for review. Other discussion ensued. Public comment was offered by Marcella Lambert (Tract 400) who asked whether dirt substitutes have been considered: i.e. synthetic or rubber. Mr. Smith indicated that had not been requested so it was not explored and explained other criteria that could be considered. Vice Chair Park moved to accept the Horse Palace Design Study as presented. Director Mahlke seconded the motion. The vote was called and the motion carried 5-0.

**IV. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A PROPOSAL FOR A CONTRIBUTION FOR A MUNICIPAL SITE PLAN TO COVER ALL OF ELKO COUNTY FOR**



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**AIR AMBULANCE SERVICES BY REACH AIR AND MATTERS RELATED THERETO.** The item was tabled to the December BOD meeting. Reach Air representatives were not present at the meeting.

- V. REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF A LICENSE OR USAGE AGREEMENT WITH FRONTIER COMMUNICATIONS TO USE A PORTION OF THE TRAP & SKEET LAND FOR BURIED CABLE AND MATTERS RELATED THERETO.** The item was tabled to the December BOD meeting. The Frontier representatives were not present at the meeting.
- VI. REVIEW, DISCUSSION AND POSSIBLE APPROVAL TO MOVE FORWARD WITH PLANS TO SELL, INCLUDING LISTING FOR SALE, SCA OWNED PROPERTY AT 244 COUNTRY CLUB DRIVE, 734 PARKRIDGE PARWAY AND PARCEL 052-010-082 (PARCEL BEHIND SCA OFFICE) AND MATTERS RELATED THERETO.** The agenda item was introduced by President Bahr. Discussion ensued. The acquisition of 244 Country Club Drive is being considered by a group for use as medical offices so the Board would prefer to hold off on listing that property for later consideration. Discussion on the other two properties ensued. No public comment was offered. Director Plaster moved to proceed with listing/selling Parcel 052-010-082 (0 Spring Creek Parkway) and 734 Parkridge Parkway and listing both properties with Elko Realty. Director Jefferies seconded the motion. The vote was called and the motion carried 4-0-1 (Director Mahlke abstained).
- VII. REVIEW AND DISCUSSION OF THE DRAFT SCA GENERAL PLAN AND MATTERS RELATED THERETO.** President Bahr introduced the agenda item and referred the Board to the details provided in the BOD packet for review. She provided the draft of the SCA General Plan and asked for additions/revisions to the draft to be offered prior to the December, 2016 BOD Regular Meeting. No action was taken.
- VIII. REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF THE 2017 ANNUAL BUDGET, RELATED FEE SCHEDULES AND MATTERS RELATED THERETO.** Treasurer Preston introduced the agenda item. A \$1 or \$2 fee increase was presented with the funds allocated to capital purchases. No public comment was offered. Vice Chair Park stated that the community survey indicated that improvements are desired in various categories and those improvements require funding. A discount for those property owners on fixed incomes was discussed; the DOR's require that all lots in the Spring Creek Assn. are to be assessed at the same rate. Discussion ensued on the municipal study currently in progress with emphasis on considerations for those on fixed incomes. It was suggested that SCA should consider a business license fee and the criteria that should be considered in setting business license fees. Vice Chair Park moved to increase the monthly assessment by \$2.00 per month and allocated to Capital projects and to accept every other part of the 2017 Annual Budget. Director Jefferies seconded the motion. The vote was called and the motion carried 5-0.
- Treasurer Preston also addressed the whether an increase in Golf Course fees was appropriate. Pass fees were also discussed. Discussion ensued among the Board members. Public commented was not offered. Director Mahlke moved to keep Golf Course fees the same as 2016. Director Plaster seconded the motion. The vote was called and the motion carried 5-0.
- Discussion ensued on the proposed fee increase to the Kiosk from \$120 to \$130 per week and no change in rental fees for the SCA rental houses. No public comment was offered. Vice Chair Park moved to accept the proposed fee increase for the Kiosk use from \$120 to \$130 and no change to rental fees for the rental houses. Director Mahlke seconded the motion. The vote was called and the motion carried 5-0.
- Some discussion of the Horse Palace use fees ensued with public comment offered by Marcella Lambert (Tract 400). Further Horse Palace fees discussion is tabled to the December, 2016 BOD Regular meeting.



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**IX. REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF REVISED COMMITTEE OF ARCHITECTURE APPEAL PROCEDURE.** Attorney McConnell introduced the agenda item and provided background stating the BOD had adopted a procedure to handle COA appeals. The issue is the distinction between direct violations and discretionary violations and what can be appealed and what cannot be appealed. Attorney McConnell cited examples of what type COA violation she thought might be appealable and violations she thought may not be appealable. Discussion of the types of violations ensued reinforcing that only discretionary violations are appealable. The COA has changed the rule on the appeals procedure and Attorney McConnell suggested the COA revised procedure be adopted. The Board also discussed whether the COA should amend fees. No public comment was offered. Director Mahlke moved to approve the revised COA appeal procedure. Vice Chair Park seconded the motion. The vote was called; the motion carried 5-0.

### **X. COMMITTEE OF ARCHITECTURE:**

**A. REPORTS:** Director Plaster offered some general comments. No public comment was offered.

### **XI. STAFF REPORT:** President Bahr reported on:

- A. Fairway Community Center** – The building is sealed and landscaping is needed with new anticipated target completion date of mid-January 2017.
- B. Horse Palace** – The design study has been presented and accepted.
- C. COA** – Rule updates are being handled and a No Solicitation policy has been adopted.
- D. Road Maintenance** – Getting ready for the snow season; a snow plow plan is in place.
- E. General Plan** – The General Plan draft has been present to the BOD for review and how it will be presented to Elko County.
- F. Weed Management** – A meeting is scheduled for Monday, November 21, 2016 with cooperative agencies.
- G. Municipality Study** – Hansford Consulting has been sent additional information with a report anticipated for the January 2017 BOD Meeting.
- H. Water Committee** – A proposed bill draft request (BDR) is being prepared with focus on what is to be included in the bill request; i.e. what Return on Investment (ROI) Spring Creek Utilities can get every year with the possibility of requiring SCU to have a meeting and request approval from the Elko County Commission before they can increase water rates.
- I. Events – Trunk or Treat** – A big turnout and everyone had fun. The 4<sup>th</sup> of July and Trunk or Treat will continue to be SCA's two signature annual events.
- J. Water Meeting with SCU** – The meeting scheduled for November 15<sup>th</sup> with the community regarding the issue of billing errors was cancelled by SCU. A meeting is to be rescheduled in 30 days with the PUC, Consumer Affairs, State Senator and Assemblyman all on board to be present for that meeting. Spring Creek property owners with water billing and service complaints should prepare written testimony for future use with anything that may come up. Part of the what comes out of the investigation into SCU water issues should include a contingency plan; whether SCA needs to be taking measures as a community to mitigate future water issues particularly if we are not satisfied with the decisions reached by the PUC for this investigation. Will investment on SCA's part be needed? Board discussion on the issue ensued. No public comment was offered.
- K. Dog Issues** – Does SCA need the services of a private company to provide better animal control in the community. Various ideas were proposed/discussed. Many BOD suggestions were offered on how involved SCA should be in animal control related issues. The topic should be discussed in greater detail with a feeling that the law enforcement should still be involved where nuisance animals are concerned with proper documentation.



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- L. Old SCA Clubhouse Disposition** – Discussion ensued regarding determining whether it is more cost effective and useful to refurbish and continue to utilize the old building/pro shop versus demolishing it. Is it a viable source of revenue generation for special events as a multi-use facility? Investigation of code related issues will be a big part of that determination and Elko County Building and Safety should be involved in any evaluation. No action was taken

- XII. APPROVAL OF MINUTES FOR THE OCTOBER 26, 2016 REGULAR MEETING:** Board comments were offered. No public comment was offered. Director Plaster moved to approve minutes of the October 26, 2016 Board of Directors Regular Meeting as submitted. Chair Legarza seconded the motion. The vote was called; motion carried 4-0-1 (Director Mahlke abstained; he was not in attendance at the meeting).
- XIII. ACCEPT OCTOBER 2016 SPRING CREEK ASSOCIATION ASSESSMENT AND LEGAL RECEIVABLE REPORT:** Public comment and Board comment was offered. Director Plaster moved to accept the October, 2016 SCA Assessment and Legal Receivable Reports as submitted. Director Mahlke seconded the motion. Vote was called. Motion carried 5-0.
- XIV. ACCEPT OCTOBER 2016 FINANCIAL REPORTS:** Treasurer Preston commented on and clarified some financial documentation. Chair Legarza asked for clarification on purchases for the Horse Palace. Vice Chair Park inquired about the cost of power and why it is increased. Treasurer Preston offered explanation on those costs. No Public or Board comments were offered. Vice Chair Park moved to accept the October, 2016 Financial Reports as presented. Director Mahlke seconded the motion. The vote was called and the motion carried 5-0.
- XV. MEETING SCHEDULE:** The Regular Board of Directors meeting is scheduled for Wednesday, December 14, 2016 at 5:30 p.m.
- XVI. BOARD OF DIRECTOR COMMENTS:** Director Park indicated his disgust with Spring Creek Utilities water and billing issues but stated he is not surprised by their lack of professionalism and responsiveness to the community.
- XVII. MEETING ADJOURNED: 8:00 PM**