



## **SPRING CREEK ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING MINUTES**

Spring Creek Association ("SCA") Board of Directors  
Wednesday, July 24, 2019, 5:30 PM, PST  
Fairway Community Center Meeting Room  
401 Fairway Blvd, Spring Creek, Nevada

**PRESENT:** Chair Josh Park (Tract 100), Karl Young (Tract 200), Pat Plaster (Tract 300), John Featherston (Tract 400)

At-Large Members: Vice Chair Tom Hannum, Molly Popp, and Jake Reed

**CORPORATE OFFICERS PRESENT:** SCA President Bahr, SCA Treasurer Austin-Preston

**CORPORATE ATTORNEY:** Katie Howe McConnell

**CALL TO ORDER:** Chair Park called the meeting to order at 5:30 PM.

**PLEDGE OF ALLEGIANCE.**

**NOTICE:**

1. **Items may be taken out of order**
2. **Two or more items may be combined**
3. **Items may be removed from agenda or delayed at any time**
4. **Restrictions regarding Public Comment:** Pursuant to N.R.S. 241.020(c) (3), this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item. Comments during this public comment period are limited to items NOT listed on the agenda, and shall be limited to not more than three (3) minutes per person unless the Board of Directors elects to extend the comments for purposes of further discussion. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Chair may prohibit comment, if the content of that comment is a topic that is not relevant to, or within the authority of, the Spring Creek Association or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

### **I. COMMENTS BY THE GENERAL PUBLIC**

***ACTION SHALL NOT BE TAKEN***

No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.

No public comment was received.

**II. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER AN APPEAL OF A COA DECISION ON JULY 9, 2019 REGARDING COA RULE #11, TRAVEL TRAILERS/MOTORHOMES BY CRYSTAL LOWRY, 835 ALPINE DR (403-024-006).  
FOR POSSIBLE ACTION**

President Bahr noted that the property owner could not be present as she is in Salt Lake City preparing for the birth of her babies.

Attorney McConnell provided an overview of the Declaration of Reservations and Committee of Architecture Rules regarding trailers/motorhomes.

Member Plaster moved/Member Popp seconded to approve an extension to COA rule#11 to allow the parents of Crystal Lowry to reside in a motorhome at 835 Alpine Drive for a period of 1 year. Motion carried (6-0-1) Member Featherston abstained.

**III. REVIEW DISCUSSION AND POSSIBLE ACTION TO APPROVE POLICY 07-001, BOARD OF DIRECTORS' AND PRESIDENT'S CODE OF CONDUCT IN REGARD TO ETHICS, DIRECTORS' AND PRESIDENT'S ACTIVITIES AND ACCESS TO INFORMATION.  
FOR POSSIBLE ACTION**

Attorney McConnell asked the Directors to review Policy 07-001 and noted the changes to the document.

Member Hannum moved/Member Reed seconded to approve Policy 07-001 Board of Directors' and President's Code of Conduct in regards to Ethics, Directors' and President's activities and access to information. Motion carried (7-0).

**IV. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE JOHN FEATHERSTON'S RESIGNATION FROM THE COA.  
FOR POSSIBLE ACTION**

Member Hannum moved/Member Popp seconded to accept the resignation of John Featherston from the Committee of Architecture. Motion carried (6-0-1) Member Featherston abstained.

**V. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER A REQUEST FOR DONATION OF 2000-3000 YARDS OF BULK ROAD MATERIAL TO BE USED ON THE PLEASANT VALLEY ROAD PAVING PROJECT FROM TERRY LISTER, ELKO COUNTY ROAD SUPERVISOR.  
FOR POSSIBLE ACTION**

Terry Lister, Elko Country Road Supervisor, presented his request to the Board noting the request is for dirt materials.

Member Reed moved/Member Hannum seconded to donate 2000 to 3000 yards of bulk road material to Elko County to be used on the Pleasant Valley Road paving project. Motion carried (7-0).

**VI. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER LEASING THE OLD ADMINISTRATION BUILDING AT 451 SPRING CREEK PARKWAY TO THE ELKO COUNTY AMBULANCE SERVICE.  
FOR POSSIBLE ACTION**

President Bahr noted the request is for Board direction to consider the lease to Elko County Ambulance. If the Board decides to move forward, the lease would come back before the Board for consideration on a future agenda.

Member Plaster moved/Member Reed seconded to move forward with leasing the old Administration Building at 451 Spring Creek Parkway. Motion carried (7-0).

**VII. REVIEW AND DISCUSSION OF A PRESENTATION BY BOBBI MONTROSE REGARDING THE FUNDRAISING BOAT RACES HELD AT THE MARINA IN JUNE 2019.**

***NON-ACTION ITEM***

Bobbi Montrose with Coldwell Banker presented a power point on the Marina Regatta held June 22, 2019. There were 12 boat racers and teams included men, women, and senior citizens. They will be able to purchase 2 bike racks with the proceeds from the event. Coldwell Banker will work with the school bus depot to determine the location the bike racks are needed most and work with the Committee of Architecture to determine the placement.

No action was taken.

**VIII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER A REQUEST BY JOHN GULL TO PROVIDE MOUNTAIN BIKE TRAILS AT THE SCA CAMPGROUND.**

***FOR POSSIBLE ACTION***

John Gull presented a power point to the Board on providing mountain bike trails at the SCA campground. He noted the planned trail is 3.15 miles and not over 8 percent elevation.

Member Featherston moved/Member Popp seconded to pursue the mountain bike trail at the Spring Creek Association campground. Motion carried (7-0).

**IX. REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF THE SCA WEED PLAN PRESENTED BY ANDI PORRECA, HUMBOLDT WATERSHED COOPERATIVE WEED MANAGEMENT AREA.**

***FOR POSSIBLE ACTION***

Andi Porreca with Humboldt Watershed Cooperative Weed Management presented a power point regarding weed management plan goals, yearly treatment schedules, and noxious weed education.

President Bahr gave an update on the greenbelts and noted they would be asking for additional staff for weed management.

Member Reed moved/Member Popp seconded to approve The Spring Creek Association Weed Plan as presented. Motion carried (7-0).

**X. REVIEW, DISCUSSION AND PRESENTATION OF THE RESULTS OF THE AMBULANCE SURVEY AND NEXT STEPS REGARDING SPRING CREEK OPERATIONS.**

***NON-ACTION ITEM***

Chris McHan Assistant Director for Elko County Ambulance presented a power point to the Board which included core services, staffing, Major Emergency Response Vehicle (MERV), funding and survey responses. He noted the Elko County Commissioners approved the budget to place an ambulance in Spring Creek. They are requesting to explore the feasibility of using the old Spring Creek Association Office at 451 Spring Creek Parkway.

Public Comment:

Mike Sullivan, Tract 400, spoke in favor of having ambulance services available in Spring Creek. He noted that response time is critical and strongly urged the Board to consider the request.

Lee Gurr, Tract 100, asked if a barn is required for the ambulances. Chis McHan noted they would like to have a barn, but it is not required.

No action was taken.

**XI. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER MICRO SLURRY SURFACING ON VARIOUS ROADS IN SCA. *FOR POSSIBLE ACTION***

Member Hannum presented information to the Board on Micro Slurry Surfacing. He noted that 1 bid was received and it would take 2 days to complete the project.

Member Plaster moved/Member Featherston seconded to approve the Micro Slurry Surfacing bid as proposed with the exception of Oak Creek Circle.

Member Plaster moved/Member Featherston seconded to amend the main motion to exclude re-stripping.

The main motion carried (7-0) as amended.

**XII. ELECTION OF OFFICERS FOR THE JULY 2019-JUNE 2020 TERM:**

**A. Acceptance of nominations and election of a Director to serve as the Chairperson of the Board of Directors.**

Member Reed moved/Member Hannum seconded to elect Josh Park as the Chairperson for the Board of Directors for the July 2019 through June 2020 term. Motion carried (6-0-1) Chair Park abstained.

**B. Acceptance of nominations and election of a Director to serve as the Vice-Chairperson of the Board of Directors.**

Member Plaster moved/Chair Park seconded to elect Tom Hannum as Vice Chairperson of the Board of Directors for the July 2019 through June 2020 term. Motion carried (6-0-1) Vice Chair Hannum abstained.

***FOR POSSIBLE ACTION***

**XIII. DISCUSSION AND POSSIBLE ACTION TO APPROVE SIGNATURE AUTHORITY TO THE ELECTED 2019-2020 CHAIRPERSON AND VICE-CHAIRPERSON AND TO REMOVE SIGNATURE AUTHORITY FOR THE 2018-2019 CHAIRPERSON AND VICE-CHAIRPERSON FOR SCA ACCOUNTS AT NEVADA STATE BANK, MORGAN STANLEY/SMITH BARNEY, ELKO FEDERAL CREDIT UNION AND US BANK.**

***FOR POSSIBLE ACTION***

Member Reed moved/Member Plaster seconded to approve signature authority to the 2019-2020 Chairperson and Vice Chairperson for SCA accounts at Nevada State Bank, Morgan Stanley/Smith Barney, Elko Federal Credit Union, and US Bank and remove signatory

authority for Paddy Legarza. Motion carried (5-0-2) Chair Park and Vice Chair Hannum abstained.

#### **XIV. COMMITTEE OF ARCHITECTURE**

##### **A. REPORTS**

##### ***NON-ACTION ITEM***

Treasurer Austin-Preston gave an overview on the report provided to the Board.

##### **B. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 781 SPRING VALLEY PKWY (202-005-001) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

##### ***FOR POSSIBLE ACTION***

Treasurer Austin-Preston stated this item was on the November 13, 2018 COA agenda. At that meeting, the Committee voted to postpone the \$200.00 fine and give the property owner until June 1, 2019 to bring the property at 781 Spring Valley Parkway into compliance. As of May 22, 2019, the property was not in compliance. This item was on the June 11, 2019 COA agenda and the Committee voted to uphold the \$200.00 fine and refer the property at 781 Spring Valley Parkway to the Board of Directors for further action. To date, the property is in compliance.

Member Hannum moved/Member Plaster seconded to uphold the \$200.00 fine and refer the property at 781 Spring Valley Parkway back to the Committee of Architecture to close the violation. Motion carried (7-0).

##### **C. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 472 GYPSUM DR (202-025-011) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

##### ***FOR POSSIBLE ACTION***

Treasurer Austin-Preston stated the property at 472 Gypsum Drive has a new owner and they are working on getting the property into compliance.

Member Plaster moved/Chair Park seconded to refer the property at 472 Gypsum Drive back to the Committee of Architecture. Motion carried (7-0).

##### **D. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 285 KNOX DR (202-026-009) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

##### ***FOR POSSIBLE ACTION***

Treasurer Austin-Preston stated that as of this date the roof has been replaced and the property is in compliance.

Member Reed moved/Member Popp seconded to refer the property at 285 Knox Drive back to the Committee of Architecture to close the violation and uphold the \$200.00 fine. Motion carried (7-0).

**E. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 597 WESTCOTT DR (401-012-020) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

***FOR POSSIBLE ACTION***

Treasurer Austin-Preston stated this item was on the Board of Directors (BOD) agenda on November 13, 2018. At that meeting the BOD voted to postpone the \$200.00 fine and give the property owner until June 1, 2019 to bring the property at 597 Westcott Drive into compliance. As of May 29, 2019, the property was not in compliance. This item was on the COA agenda on June 11, 2019 and the Committee voted to uphold the \$200.00 fine and refer the property to the Board of Directors for further action.

The property owner was present and noted he was given an extension until June 2019 but was unable to complete the roof. He has ordered and paid for the supplies and is requesting an extension until June 2020. He noted that summer is his busy time and he is doing the work himself.

Member Plaster moved/Member Featherston seconded to uphold the \$200.00 fine and give the property owner at 597 Westcott Drive 1 year to complete the roof project by June of 2020 and to contact the Committee of Architecture if it is completed before then. Motion carried (6-0-1) Chair Park abstained.

**F. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 238 SPRINGFIELD PKWY (304-005-014) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

***FOR POSSIBLE ACTION***

Treasurer Austin-Preston stated the property owner has been in violation since January 2019. The item was on the COA agenda on June 11, 2019 and the Committee voted to refer the property to the Board of Directors and uphold the \$200.00 fine.

Member Plaster moved/Chair Park seconded to refer the property at 238 Springfield Parkway to legal counsel for further action and uphold the \$200.00 fine. Motion carried (7-0).

**G. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 893 ZEPHYR DR (401-017-025) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

***FOR POSSIBLE ACTION***

Treasurer Austin-Preston stated the property has been in violation since May 2018. This item was on the June 11, 2019 COA agenda and the Committee voted to uphold the \$200.00 fine and refer the property to the Board of Directors for further action.

Member Plaster moved/Member Hannum seconded to refer the property at 893 Zephyr Drive to legal counsel and uphold the \$200.00 fine. Motion carried (7-0).

**H. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 713 DEVON DR (401-014-002) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

***FOR POSSIBLE ACTION***

Treasurer Austin-Preston stated this property has been in violation since March 2018. The item was on the June 11, 2019 COA agenda; the property owner was present and stated that Byrns Painting would fit her into the schedule when they could. The Committee tabled the item until the July 9, 2019 COA agenda. The property owner sent an email on July 5, 2019 that stated she is still waiting for Byrns Painting to get her on the schedule. The Committee voted to uphold the \$200.00 fine and refer the property to the Board of Directors for further action.

The property owner was present and noted the shed was painted yesterday.

Member Hannum moved/Member Reed seconded to uphold the \$200.00 fine and refer the property at 713 Devon Drive back to the Committee of Architecture to close the violation. Motion carried (7-0).

**XV. APPROVAL OF MINUTES: *FOR POSSIBLE ACTION***

**A. May 22, 2019, Regular Meeting Minutes**

Member Plaster moved/Member Reed seconded to approve the May 22, 2019 Regular Meeting Minutes. Motion carried (5-0-2) Member Young and Member Featherston abstained.

**B. June 15, 2019 Annual Property Owner Meeting Minutes**

Member Hannum moved/Member Reed seconded to approve the June 15, 2019 Annual Property Owner Meeting Minutes with a correction to show Member Reed as present. Motion carried (4-0-3) Member Popp, Member Young and Member Featherston abstained.

**XVI. ACCEPT MAY 2019 AND JUNE 2019 ASSESSMENT AND LEGAL RECEIVABLE REPORTS. *FOR POSSIBLE ACTION***

Member Plaster moved/Member Reed seconded to accept the May 2019 and June 2019 Assessment and Legal Receivable Reports. Motion carried (7-0).

**XVII. ACCEPT MAY 2019 AND JUNE 2019 FINANCIAL REPORTS. *FOR POSSIBLE ACTION***

Member Plaster moved/Member Reed seconded to accept the May 2019 and June 2019 Financial Reports. Motion carried (7-0).

**XVIII. MEETING SCHEDULE *NON-ACTION ITEM***

The next Regular Board of Directors meeting is scheduled for Wednesday, August 28, 2019 at 5:30pm

**XIX. PUBLIC COMMENT *ACTION SHALL NOT BE TAKEN***

No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.

No public comment was received.

Member Hannum commented on the dock at the Marina being completed.

Chair Park welcomed new Members John Featherston and Karl Young to the Board of Directors.

President Bahr gave an update on geese management and provided an update on trees being planted to help with weed control.

**XX. ADJOURNMENT**

The meeting adjourned at 7:36 p.m.