

**SPRING CREEK ASSOCIATION BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, JANUARY 24, 2018 5:30 P.S.T.
SPRING CREEK ASSOCIATION OFFICE
401 FAIRWAY BLVD., SPRING CREEK, NV 89815**

CALL TO ORDER: Chair Josh Park (Tract 100) Meeting Called to Order at 5:30 p.m.

DIRECTORS PRESENT: Vice Chair Pat Plaster (Tract 300), Directors: Jim Jeffries (Tract 200), Paddy Legarza (Tract 400); At Large Directors: Tom Hannum, Jake Reed Molly Popp (Absent at Roll Call, arriving @ 5:38 p.m.),

DIRECTORS ABSENT: None

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

CORPORATE ATTORNEY: Katie Howe McConnell

PLEDGE OF ALLEGIANCE:

NOTICE:

1. Agenda Items may be taken out of Order.
2. Two or more Agenda Items may be combined.
3. Agenda Items may be removed from the Agenda or delayed at any time.
4. Restrictions regarding Public Comment - Pursuant to N.R.S. 241.020© (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 the 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

Terry Lister (Tract 200) stated that contact information for the members of the Board of Directors is not readily available. He also commented that there is unnecessary verbiage in the public comment section just read by Chair Park. President Bahr offered clarification on additional verbiage stating the new verbiage has come because of the Attorney General's Office requirements at public meetings. Chair Park offered his contact information: his cell phone number is 775-934-4349; his email address is joshua@voguelinen.com. Chair Park stated he welcomes public comment at any time and does not discourage public comment during the meeting. He stated he will strive to continue to meet expectations in serving as Chairperson and thanked Mr. Lister for his comments. No additional public comment was offered.

II. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER A REQUEST FROM ROBBIN ROWLEY REGARDING THE BOARD ALLOWING THE FUNDS GENERATED

FROM HORSE PALACE PASSES TO BE EARMARKED FOR THE LIGHT BUDGET AT THE HORSE PALACE.

FOR POSSIBLE ACTION

President Bahr introduced the agenda item and commented on the meeting held after the last BOD meeting in December. Robbin Rowley presented the request to set up a fund initially for putting some of the money generated from the purchase of Horse Palace passes be used to cover the light utility fees. Director Legarza asked if there is a way to tack a light use fee onto the current pass instead of allocating a portion of the current pass fee; she stated that it appears what is already being collected in pass fees is already being used to pay utilities anyway. She asked if it would be simpler if we use the Horse Palace with lights on without charges certain hours of the evening on certain days? Director Jefferies asked if we would be setting a precedent in doing that? Chair Park stated that he wasn't sure we would be setting a precedent but establishing that the rate that the user pays for the pass includes using maybe three (3) hours of light per evening Monday thru Friday in the winter time. Additional comments and suggestions were offered about how the lighting expense would be covered and Ms. Rowley offered additional ideas on how lighting might be scheduled on behalf of those who use the facility. Passes are sold for various periods of time: by the day, the month, quarterly, yearly as examples. Further discussion ensued. Director Legarza commented that with the present system, the actual user is paying for the actual utility. If you were to tack it onto the pass fee and allocating it, there might be a fourth of the people that use it and everyone else pays for the fourth of the people who do. Discussion on other options for funding the light utility were suggested. Chair Park stated he liked the idea of simplifying the process and making the Horse Palace more accessible to more people; getting those who have stayed away because of past bad practices to return and use the Horse Palace again. Chandra Sollinger offered comment on potential cost saving for Security if volunteers cover Horse Palace Security in the evening hours. Chair Park commented on the roll SCA Security plays at that location and any potential cost saving by having volunteers staff the Horse Palace at night. He raised the question that since Security is already on duty, what else would the Security be doing if the person on duty did not include the Horse Palace as part of the Security detail? Treasurer Preston clarified how Security does work a split shift during the day/evening to currently accommodate the Horse Palace being open for use. Chair Park stated he thought it is reasonable to decrease the fee and earmark some of those funds for the lights and that it only impacts lighting utility expense in the Winter. Discussion continued among the Board members, SCA staff and Ms Rowley. Chair Park introduced agenda Item III into the discussion to facilitate acting on both issues. He invited Ms. Rowley to talk to this aspect of the Horse Palace agenda items. Ms. Rowley offered comment and suggestions on how the Horse Palace should be reserved. Public comment was invited. Jess Jones, who has run past rodeos at the Horse Palace for New Year's Eve, and has it reserved for New Year's Eve of the coming year, offered public comment. He stated that if he held events in the Horse Palace in the past, the arena has been available for riding during the day except for when they have put on roping events during the day. Chair Park clarified with Mr. Jones that even though he reserved the Horse Palace for New Years Eve 2018, it is available for open riding during the day. A test period for the lighting fund was suggested. Chair Park stated that a good faith effort has been made by both the HP users and the Board to resolve these lighting and use issues. Vice Chair Plaster moved to allow use of the Horse Palace at night and allocate three hours a night of lights at no extra charge for pass holders, Monday through Friday, from this date through March of 2019 and evaluate the use and costs during this period. Director Reed seconded the motion. The vote was called; the motion carried 7-0.

III. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER A REQUEST FROM ROBBIN ROWLEY REGARDING THE BOARD NOT ALLOWING THE HORSE PALACE TO BE RENTED SOLELY TO PRESERVE A DATE OR IF A DATE IS DESIRED, THAT THE RENTER PAY A DEPOSIT DECLARING INTENT TO NOT USE AND IT BE LEFT OPEN FOR PUBLIC USE.

FOR POSSIBLE

ACTION

Ms. Rowley commented on how rent and preserving dates have worked in the past and what has occurred. The question was raised that if the primary renter was not using the facility how their insurance would be impacted; namely whose coverage takes precedent...the renters insurance or the SCA insurance outside

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

of the renters use of the facility. Discussion ensued. The Horse Palace is sometimes not in use by the renter and people show up and don't know if the facility is rented or not, whether it shows on the calendar or it is not on the calendar as rented for use. Some people travel in and get to the facility and find that its locked even though nothing is going on and they don't know if they can use the arena or not. Some sort of notification should be made on whether the facility is available for use. Chair Park suggested that an effort should be made to provide some type of notification that states that although the facility is rented, it's now available for use. Public comment was invited. No action was taken.

IV. REVIEW, DISCUSSION AND POSSIBLE ACTION OF A REQUEST FROM ELKO ARCHERY CLUB TO APPROVE A DONATION OF THE HORSE PALACE FACILITY RENT, LIGHT AND HEAT FEES. *FOR POSSIBLE ACTION*

Chris Elegante, new president of Elko Archery Club, explained their request. He stated that the Elko Archery Club has used the Horse Palace for their 3-D indoor shoot since the early 1990's and stated that they usually take half of the revenue they generate from that event and give back to charity. He reviewed amounts they have donated historically to maintain their 501 (c), (3) status and the charities to which they made those donations. Chair Park asked what revenue was generated from the event held previously. Mr. Elegante stated he was told they made around \$3,200 last year for the event and that the total amount of the donations he mentioned comprised \$2,050. Chair Park clarified that they had asked to use the Horse Palace for their event for a half day on Friday, February 23rd and a full day on Saturday, February 24th this year. Treasurer Preston clarified the use fees to use the facility. Mr. Elegante stated they are out of the facility by 5 p.m. on the first day of use and by 3 p.m. the second day. They have asked that the light & heat fees requested be waived, a cost of approximately \$700. They have approximately 190 members of which approximately half are Spring Creek residents. Board and public comment was invited. Director Legarza stated that in the past Ruby Mountain Clay Breakers have obtained donations to support what they do and to defray costs for use of the Horse Palace facility. She suggested that perhaps Elko Archery should be treated similarly. Chair Park stated that he would donate \$400 to the cause and Director Legarza offered to donate the remaining \$300 to defray the costs of lights and heat. Vice Chair Plaster complimented Elko Archery Club for the charitable donations they have made to entities and what a wonderful thing it is to have a lot of their funds go to organizations that this community benefits from: she thanked them for their contributions. No action was taken.

V. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE PURCHASING A POWER PACK FOR THE DONATED SANDER TO BE INSTALLED INTO THE F750 OR CONSIDER PURCHASING AN ELECTRIC SANDER. *FOR POSSIBLE ACTION*

President Bahr introduced Jason Montgomery to talk about the proposal to purchase the power pack. Jason Montgomery, Head Mechanic, reviewed the proposal to purchase a power pack for the donated Henderson sander stating that the power pack is required because the F750 truck does not have a full time Power-Take-Off (PTO). Board discussion ensued with Director Legarza offering comparative comments on types of equipment available and intended use of that equipment for various types of use based on her experience/knowledge with similar equipment used in her business. Public comment was offered by Terry Lister (Tract 200) who suggested that information on power packs versus an electric sander could be obtained from a company called Viking Cives Midwest in Salt Lake City, UT based on his own experience with equipment purchases for his employer. Other discussion ensued. Chair Park suggested that it would be a good idea to make a motion to authorize Jason Montgomery to purchase a salt dog (electric sander) for the price quote that is before the Board, but if in the meantime Chair Park trusts that

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

Jason will be responsible and investigate the power pack and if he finds one that saves SCA money, then get the power pack. He stated that he would endorse giving Mr. Montgomery the funds to purchase the salt dog rather than putting off deciding. Vice Chair Plaster agreed with the suggestion. No other Board or public comment was offered. Director Hannum moved to approve the purchase of equipment either the salt dog or the power pack in the amount of \$7,910 or less. Vice Chair second the motion. The vote was called; the motion carried 7-0.

VI. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REVIEW AND ACCEPT A PROPOSAL FOR RESTAURANT SERVICES AT THE SPRING CREEK GOLF COURSE.

FOR POSSIBLE ACTION

President Bahr introduced the agenda item stating a Request for Proposals for Restaurant services at the Spring Creek Golf Course has been solicited and a response has been received from Cooks & Cooks with Sarrah Urbahn, General Manager and Erica Cook, Owner here at this meeting to present their proposal. They presented menus and a full proposal packet and agree with costs associated. President Bahr stated a second response to the RFP was received today with a request from Shecky Overholser, who represents the 2nd proposal agent, to allow additional time to submit the proposal. Cooks & Cooks suggested that would like to have an April 2018 fine dining opening although they could open right away with a scaled down menu. President Bahr stated that ideally, they would like to have the restaurant open right away because SCA could open the golf course early. Chair Park asked the ladies about what type of relationship they would have as restaurant service providers with Rick Longhurst, the golf course professional and how they see that working. Historically the golf pro and the restaurant service provider had both contracts and that now changes with the golf pro and the restaurant services provider being two separate contracts. The ladies stated they are willing to work with whatever he wants; food and beverage carts or whatever he requires, and they would come to agreement with Rick on per plate cost. They are open to cooperation with Rick in terms of dates as well. Their catering business has handled a lot of large jobs including 350 breakfast/lunches/snacks as well as other big events. They have catered jobs for Newmont, for Barrick, for other people in Elko and see an opening to host those companies for smaller meetings at the SC golf course. They have four (4) weddings booked for 2018 and a lot of inquiry for weddings that have not selected a date yet, but we are able to recommend that they book these wedding events at the golf course. President Bahr suggested that SCA could partner with the ladies in marketing events at the golf course in cooperation with the golf pro. They stated they do a lot of advertising including with the Chamber of Commerce and in Everything Elko. The ladies were asked what they plan for hours of operation and they stated they plan to operate seven (7) days/week and provide a soup/salad bar during the week based on a lot of feedback they have received, and they would offer good quality food at fair prices. They were asked if they booked a wedding would the restaurant still be open for business? The ladies stated their plan includes the restaurant would be open for business during those special events. Hours of operation would be 7 a.m. to 11 p.m. with earlier opening to accommodate the golf schedule. They would offer an All You Can Eat brunch on weekends. Kitchen facilities were discussed along with menu offerings. Chair Park stated the menu is broad and looks good. Over the past two years they have more than doubled their sales and have been asked about opening a restaurant. They want to keep the trend going. The term of the contract was discussed with the term ending December 31, 2019. Chair Park stated there was a deadline stated for the RFP with no full-on proposal from the second party. Shecky Overholser presented the request for a second proposal to continue operation of Jerman's and expanding the existing restaurant business. Board and public comment was invited. He suggested that a time extension is reasonable considering the Board making a quicker decision on a bad partnership in a short period of time. He

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

presented an overview on who would be involved in the second proposal and their business background. Discussion continued among the parties to the proposals. The ladies stated they have five full time employees currently with plans to hire and train more. They plan to have a grand opening. They also have prior experience in working for the association at the Horse Palace. No additional public or Board comment ensued. Vice Chair Plaster stated the proposal from Cooks & Cooks is complete and they do have a history of success in catering at the Horse Palace. The second proposal missed the deadline and in other business experience exceptions to deadlines for proposals are not normally granted. Director Hannum moved to accept the proposal of Cooks & Cooks for restaurant services at the Spring Creek Golf Course. Director Jefferies seconded the motion. The vote was called; the motion carried 7-0.

VII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A GOLF PROFESSIONAL AGREEMENT WITH RICK LONGHURST. *FOR POSSIBLE ACTION*

President Bahr introduced the agenda item and introduced Rick Longhurst to the Board to speak for himself on his background in golf in both Elko and Humboldt Counties. He and his wife moved to this area in 1982 and he was the golf pro at Ruby View golf course for twenty-nine years. He decided he needed a new challenge and took the position of golf pro at the Winnemucca Golf Course. He has been a PGA member for 45 years (missing last year only) as a Class A member. He attended the University of Idaho where he played on the golf team and decided to make golf a career and turn pro. This will be his fifth head golf pro job. His strengths are public/customer relations, tour operations and overall golf course management. If he is approved to be the golf pro he is very excited to take over the golf operation in Spring Creek. Director Jefferies asked about marketing plans for the golf course. President Bahr commented that she had met with Rick to discuss operations of the Golf Course, the Pro Shop, youth programs and the overall vision for what we would like to see in the Association. The Association will put money into advertising the Golf Course.

Discussion ensued among the Board members. Rick stated he liked the idea of putting his PGA hat on and running a great golf operation and not be concerned with the restaurant aspect of business. Rick will have the contract to handle golf operations for a salary plus commission based on a percentage of the business brought in. Attorney McConnell suggested a portion of the contract should be rewritten that states that SCA at the Board's discretion would pay for additional staff to support Rick rather than expect him to hire his own staff. Other discussion ensued with Rick commenting it will take a little time for him to evaluate where staff is and what he may need additionally. He has other assessments to make in terms of golf course equipment and merchandise in the pro shop. No public or Board comment was offered. Attorney McConnell made additional comment on contract wording. Director Popp questioned some aspects of the contract. Chair Park moved to approve the contract and offer for Rick Longhurst as the Spring Creek Golf Pro. Vice Chair Plaster seconded the motion. The vote was called; the motion carried 7-0.

VIII. REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF A REQUEST BY JAMES JEFFERIES TO PLACE PIT RUN IN THE ALLEY BY 330 SPRING VALLEY PARKWAY (201-008-005) TO PROVIDE ACCESS TO THE REAR OF THE PROPERTIES.

FOR POSSIBLE ACTION

Director Jeffries stated that the alley could have been developed long ago to improve the businesses that are in that area. He stated he owns property near the location and would like to see it developed so the public has access to the rear of the businesses in the area. Chair Park asked where it defines that SCA has a responsibility to develop that area. The subdivision map submitted in 1971 simply designates the area

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

can be used for access and driven on. Attorney McConnell cautioned Director Jefferies (Tract 200) that as a Board member he cannot vote on the matter if he is presenting it as a property owner in that area. Chair Park clarified that SCA has no responsibility to develop that area. The second issue is whether SCA would choose to develop the area. Does the County have jurisdiction over Spring Creek over what road we can improve and how we can improve them? Terry Lister (Tract 200) offered public comment based on his experience as an Elko County Road Supervisor and stated that because it is an alleyway, a utility easement that anybody can drive on. A licensed contractor would have to improve that area because it's a public road; a private individual can't do that without a contractor's license. Chair Park asked if because of the size of the easement would that mean that SCA would have to encroach upon the property that is owned by those property owners to justify that easement. Mr. Lister noted that those properties bordering the alleyway are fenced off. Mr. Lister stated the alleyway does not meet County standards at thirty feet. He stated that when he was on the Board of Directors Mr. Jefferies approached him about this matter. Mr. Lister commented that Mr. Jefferies, as a Director, has a conflict of interest. & ethics by asking staff and the Board to make this improvement for personal benefit. Chair Park commented that the interpretation of this issue reeks of impropriety, but that Director Jefferies did not do this for personal gain and selfish reasons, but that he interpreted this approval and acceptance document from the County as a means of indicating some responsibility of Spring Creek to improve this road. He stated that he doesn't think at this point that any language on this document indicates that SCA has any responsibility to improve it. It is hard for the Board to separate Jim Jefferies the Director from Jim Jefferies the property owner. The concerning comment was when Jim Jeffries asked if he could make the improvement because at that point it was all about "can I do it". Chair Park stated that Jim Jefferies would have to go to the County zoning and ask them if you could improve the alleyway before anyone could say yes or no based on the plot map of the subdivision. And the document doesn't express any obligation of SCA to improve the alleyway, so Chair Park is electing to let the agenda item die. No action was taken.

IX. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER A PETITION FOR LEAVE TO INTERVENE OR OTHER ACTION IN THE GREAT BASIN WATER COMPANY RATE CASE.

FOR POSSIBLE ACTION

President Bahr introduced the agenda item and stated the petition is to be completed by February 7, 2018. Tim Scheidt of GBWC stated that GBWC filed for a rate review by the Public Utility Commission. They proposed a reduction in the water rate and an increase for the sewer rate by about 13%. Discussion on the matter continued between President Bahr, Mr. Scheidt and Board members. No public comment was offered. Chair Park stated that he thinks SCA should have a spot at the table and be able to intervene and to do whatever we need to do to be actively engaged in the rate case. Director Legarza thinks more discussion is needed before spending lots of money and have a plan on what we are going to do. President Bahr and Attorney McConnell made additional comment on not losing the momentum on what has transpired and what has been accomplished to this point. Director Legarza asked if the \$50K that has been allocated for this purpose would have to be reallocated again? Treasurer Preston stated that it would have to be allocated again. Chair Park moved to approve a petition for leave to intervene or other action in the GBWC rate case. Director Jefferies seconded the motion. The vote was called; the motion carried 7-0.

X. REVIEW, DISCUSSION AND POSSIBLE APPROVAL TO ALLOCATE THE 2017 CARRY FORWARD FUNDS.

FOR POSSIBLE ACTION

Treasurer Preston recapped the documents in the Board packet drawing attention to the 2017 carry forward fund amount of \$700,000 minus \$200,000 for working capital funds leaves a carry forward of

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

\$500,000 to allocate. The Board approved a \$5 per month increase in assessments and asked that the amount be directed toward capital expenses. She reviewed each department's activities for the 2017 year and the Capital Reserve will be funded with the Board approved \$250,000 this year. Suggested Capital purchases for 2018 are budgeted at \$391,000 minus the amount currently budgeted for Capital purchases of \$106,533 leaves a carry forward amount for Capital Purchases of \$284,467. Remaining carry forward funds to be allocated are \$215,533. Chair Park commented that we shouldn't forget about the salt/sand pile covers and pads. He thinks it is a good idea to have funds set aside for another loader.

Replacement items requested under the 2018 suggested capital purchases are: Fire Suppression system repair, Marina Dock repair, AV equipment for Events, Dam Riser repair, Playground upgrades, Sports Complex concessions, Marina area multi-courts, snow plows, loader equipment, maintenance shop equipment. Public comment was offered by Julie Zeiler, president of Ruby Mountain Little League, stating that they support concessions and bathrooms at Schuckmann's Sports Complex. Director Hannum moved to approve the allocation of the carry forward funds as presented. Director Popp seconded the motion. The vote was called; the motion carried 7-0.

XI. REVIEW, DISCUSSION AND UPDATES REGARDING THE ANIMAL CONTROL OFFICER POSITION.

NON-ACTION ITEM

President Bahr stated the Elko Sheriff representative is not present to provide update information. They will attend the February 2018 meeting, so the agenda item is tabled to the February BOD meeting.

XII. COMMITTEE OF ARCHITECTURE:

A. REPORTS:

NON-ACTION ITEM

COA Secretary Shields provided the Committee of Architecture reports and commented on some aspects of the information. No questions were asked, and no public comment offered.

B. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 599 SHADYBROOK DRIVE (304-008-006) TO LEGAL COUNSEL FOR FURTHER ACTION OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Shields reviewed the history of the violations and the property owner has had contact with the COA office. There is a lot going on with this property which has a commercial business operating from the location. Complaints have been received from the neighbors about this property. No public or Director comment was offered. Chair Park moved to refer the COA violation at 599 Shadybrook Dr. to legal counsel for further action and to uphold the fine. Director Legarza seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at the vote).

C. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 461 BLUE JAY DRIVE (402-010-027) TO LEGAL COUNSEL FOR FURTHER ACTION OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed the violation history. No contact with the owner has been made. The property is in foreclosure. No public or Director comment was offered. Vice Chair Plaster moved to uphold the fines and refer the property at 461 Blue Jay Dr. to legal counsel for further action. Director Reed seconded the motion. The vote was called; the motion carried 6-0 (Director Jeffries absent at the vote).

D. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 441 CEDARLAWN DRIVE (202-031-034) TO LEGAL COUNSEL FOR FURTHER ACTION OR OTHER ACTION CONSISTENT WITH COA RULES.

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed the violation history. No contact has been made by the property owner. No public or Director comment was offered. Director Hannum moved to

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

uphold the fines and refer the property at 441 Cedarlawn Dr. to legal counsel for further action. Director Popp seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at the vote).

E. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 419 CASTLECREST DRIVE (202-030-021) TO LEGAL COUNSEL FOR FURTHER ACTION OR OTHER ACTION CONSISTENT WITH COA RULES. *FOR POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the violation history. No contact has been made by the property owner until today. The property owner states the vehicle has been registered and provided proof of registration. The property owner stated they are making repairs to the vehicle and that the license plate was off during the repair process but was put back on the vehicle today. No public or Director comment was offered. Vice Chair moved to uphold the fines and dismiss any legal action for the violation at 419 Castlecrest Dr. Director Hannum seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at the vote).

F. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 565 BUFFSIDE DRIVE (201-005-004) TO LEGAL COUNSEL FOR FURTHER ACTION OR OTHER ACTION CONSISTENT WITH COA RULES. *FOR POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the violation history. The property owner has contacted the COA office and is working on resolving the issue, but the violation remains. No public or Director comment was offered. Vice Chair Plaster moved to uphold the fine and refer the violation at 565 Buffside Dr. to legal counsel for further action. Director Reed seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at the vote).

G. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 560 BLACKSTONE DRIVE (101-002-053) TO LEGAL COUNSEL FOR FURTHER ACTION OR OTHER ACTION CONSISTENT WITH COA RULES. *FOR POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the violation history. The property owner has had no contact with the COA office. No public or Director comment was offered. Director Reed moved to uphold the fine and refer the violation at 560 Blackstone Dr. to legal counsel for further action. Vice Chair Plaster seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at the vote).

H. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 458 BLAKELAND DRIVE (106B-006-080) TO LEGAL COUNSEL FOR FURTHER ACTION OR OTHER ACTION CONSISTENT WITH COA RULES. *FOR POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the violation history. The property owner has had no contact with the COA office. No public or Director comment was offered. Director Reed moved to uphold the fine and refer the violation at 458 Blakeland Dr. to legal counsel for further action. Vice Chair Plaster seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at the vote).

I. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 380 BERRY CREEK COURT (201-009-045) TO LEGAL COUNSEL FOR FURTHER ACTION OR OTHER ACTION CONSISTENT WITH COA RULES. *FOR POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the violation history. The property owner has not resolved the violation issues of storage of tools/trash and excessive weeds. The property owner is in the process of selling the home. The property owner has paid the fine. No public or Director comment was offered. Chair Park moved to refer the COA violation at 380 Berry Creek Ct. back to the COA for whatever action they decide to take. Director Popp seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at the vote).

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

XIII. **STAFF REPORT:** President Bahr addressed the following areas included in the Board packet and highlighted progress on:

- A. Community Center and Golf Course** – The old gold course building is being planned for interior renovations completed this Winter. The golf course parking lot surface is to be sealed and restriped this Spring with parking bumpers to be added and staked. **Golf Course Operations:** Maintenance on golf course equipment is occurring and preventive maintenance tasks should be complete by the end of December followed by servicing/sharpening all mowers and ongoing eradication of burrowing rodents.
- B. Shooting Range** – Work has started at the Shooting Range and looking great. Work includes:
 - 1. ADA Access – reconfigure fencing to accommodate ADA access; add concrete for mobility and regrade areas.
 - 2. Shooting Benches – Have (2) benches; Add two (2) additional long-range target benches.
 - 3. Tables - Add a pistol table; add (3) tables behind current shooting benches to promote/permit safety areas for storage, cleaning and day use.
 - 4. Foundation - Pour concrete base under shooting benches and add gutter to catch shell casings.
 - 5. Signs - Add yardage markings; add rules and range safety signage to promote range safety/compliance.
 - 6. Install Backstops.
 - 7. Berms - Add berms at 0-50, 100, 200 and 300-yards; add 25-yard target berm in pistol area; add dirt berm to separate shooting range and pistol area.
 - 8. Targets
 - 9. Pavilions - Erect small pavilions over each shooting bench.
- C. Schuckmann's Sports Complex** – Boys and Girls Club of Elko has approved moving forward with a Club/Rec Center/Splash Pad in Spring Creek area. SCA met with large, private foundation to review the possibility of funding updates at Schuckmann's Sports Complex that might include: lights, concession stand with bathrooms, a football field, and grounds updates. SCA will continue to meet with youth sports groups using these areas for continued planning. SCA staff is preparing: case statement, funding plan, prospect list and move to a capital campaign with BOD approval. An initial plan will be presented to the BOD in February.
- D. School District** –The ECSD has purchased the Marina Hills property for the new elementary school. They have started work on the property including removal of old concrete.
- E. Commercial Properties** - We still have 451 Spring Creek Pkwy. for sale as well as the small lot behind the Dance Club. The Physical Therapy office/Aspen Urgent Care is progressing. The COA will review rules on what will be required of these commercial properties in the future: i.e. sidewalks and other improvements.

OPERATIONS:

- F. Frontier Communications** – A few months wait is needed for Frontier to respond to each complaint and then to hear what the Attorney General's Office next steps will be. About 50 complaints have been received; SCA represents consumers, not as individuals.
- G. Roads and Maintenance** –We have been able to keep repairing pot holes and continue to work on drainage issues. Road shoulder widening continues in the 100's, then starting in the 400's. Sign repair occurs when time allows, and snow removal occurs as needed.
- H. Animal Control** – Sheriff Pitts did hire an animal control officer for Spring Creek. The officer began work on October 30th. A communication system between the Sheriff's Office and SCA is in place to keep track of violations. The Animal Control Officer is making a point of educating community members while on patrol. We are pleased with their efforts thus far.
- I. Weed Management** – SCA Road Maintenance are retrofitting the water truck with a chemical sprayer which will save time when brush beating and spraying the road shoulders. Staff will get out

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

early this next year; we may use contractors to help get all sides of roads mowed within a five-week period. Weed management will continue to be a long-term project for the community and residents. Work with conservation groups on biocontrol and other methods related to noxious weed control in the area. We have started reseeding areas with Crested Wheat and are planning for fire breaks and looking for grant funding to work on this with NDF.

- J. Geese Management** – The management plan for 2018 has started: SCA just submitted renewal permits. We received approval from Nevada Division of Wildlife and await approval from the USDA approval.
- K. Water Issues** –Great Basin Water Co. (GBWC) requested a rate decrease for water in their revenue requirements and an increase in sewer rates. They are asking to continue a deferred regulatory asset account for the Oakmont tank litigation and hoping to recover current legal costs of \$67,359.59 for the meter reading case by requesting to decouple the link between sales and revenues and requesting approval for projects placed in service since the last rate increase. Decoupling would allow GBWC to increase rates if sales are short of forecast or reduce rates if sales exceed forecast for a rolling 12 month. One interesting fact is that five (5) of the seven (7) projects placed in service had significantly lower actual costs than the estimates provided which may explain why they could be lowering rates. It appears they filed their request on December 29, 2017 Additional water issue update details is provided in the Board of Directors packet.
- L. Neighbor 2 Neighbor (N2N)** – SCA has developed an N2N program to work with volunteers in SC to help neighbors who are disabled, veterans or elderly with property work: i.e. like weed mowing or snow removal. We have received a few applications from volunteers and we will continue to help those in need.
- M. Blue Reflector Program** –SCA road crews have installed reflectors at some property driveways. If disabled residents need blue reflectors placed at the end of the driveway, they can fill out the N2N Form at the SCA Offices we will install the blue reflector signaling snow removal crews to lift the snow plow blade at the designated driveway.
- N. Traveling Merchant** –We have a draft copy from the County on a proposed ordinance. The first reading was presented to the Elko County Commission at their December 2017 meeting; second reading to follow at the January 2018 meeting.
- O. Ranger Country USA – We Need Your Vote!** Pinedale, WY won the Ranger Country naming. They are donating three (3) Rangers to deserving Spring Creek groups. We are waiting to hear next steps on timing.
- P. Road Franchise:** Update at this meeting.
- Q. Buildings and Grounds:**
 - Ongoing general maintenance.
 - Construction on rifle range civil work.
 - Continue with preventive maintenance plans.
 - Continue with development of monthly, semi-annual and annual inspection forms.
 - Trim trees at all amenities.
 - Construct tables for the rifle range per grant.
 - Complete safety inspections on all amenities: picnic tables, canopies, grills, etc. Remove/replace damaged structural members, tighten loose bolts, screws, etc.
 - Flush/replace parts of Horse Palace roof drainage system: clogged downspouts, plugged mainline, etc.
 - Discuss with Elko County Building Dept. the remodel of the old golf course building and occupancy designation to keep original with minimal modifications (i.e. sprinkler system).
 - Mow fire breaks at the SCA Campground.
 - Extend boundary fence on field #3 @ Schuckmann's.
 - Order metal trim for all Schuckmann's dugouts and begin installation.
 - Order/install double door @ Horse Palace.
- R. Committee of Architecture:** New rules about noxious weeds, sheds and accessory building setbacks have taken effect as of the December COA meeting. We are working on a few other rules to

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

change wording and to add a new rule. COA is still working on the inoperative vehicle rule, storage containers, fences and COA has started looking at adding a new rule about commercial specifications. COA has implemented a \$100 Right-of-Way (ROW) application fee with the ROW permit.

S. 2018 Focus Areas –

Roads – SCA Board commissioned a Pavement Preservation plan with a focus on proven practices that provide cost-effective methods to extend the service life of pavement with smoother, safer and fewer costly road repairs.

Water – SCA will continue to address SC water issues until resolution is achieved.

Frontier – SCA will continue to work on short term and long-term solutions to the internet issues we see daily in our community.

Amenities – We have received input from amenity users and will be updating these facilities which will occur in phases and funds saved up.

Boys & Girls Club/Rec Center/Aquatic Facilities – As part of a strategic plan process, members ranked these three amenities as a top priority. We continue to work on master plan and funding strategies to provide SCA with these new, interactive facilities.

Capital Reserves – Implementation of a strong capital reserve program will help keep SCA on top of repairs and additions for years to come instead of being in a state of crisis when a large issue presents itself.

Events:

- **2nd Annual Family Rodeo:** April 21, 2018 @ Horse Palace.
- **Take Pride Day:** April 28, 2018 @ Fairway Community Center
- **Take A Kid Fishing:** May 12, 2018 @ Spring Creek Marina
- **Annual Meeting:** June 16, 2018 @ Fairway Community Center
- **Freedom Festival 4th of July Event:** July 4, 2018 @ Spring Creek Marina
- **Trunk or Treat:** October 31, 2018 @ Spring Creek Marina
- **Movies @ the Marina:** June 16, July 21 and August 18, 2018
- **Concerts @ the Marina:** June 15, July 20 and August 17, 2018

XIV. APPROVAL OF MINUTES:

December 13, 2017 Regular BOD Meeting Minutes –No public or Board comment was offered. Vice Chair Plaster moved to approve the BOD Regular Meeting Minutes of December 13, 2017. Chair Park seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at vote).

XV. ACCEPT DECEMBER 2017 ASSESSMENT AND LEGAL RECEIVABLE REPORTS: No public or Board comment was offered. Vice Chair Plaster moved to accept the December 2017 SCA Assessment and Legal Receivable Reports as submitted. Chair Park seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at vote).

XVI. ACCEPT DECEMBER 2017 FINANCIAL REPORTS: Treasurer Preston offered comment on the reports. No Board or public comment was offered. Chair Park moved to accept the December 2017 SCA Financial Reports as submitted. Director Reed seconded the motion. The vote was called; the motion carried 6-0 (Director Jefferies absent at vote).

XVII. MEETING SCHEDULE:

The next Regular Board of Directors meeting is scheduled for Wednesday, February 28, 2018 at 5:30 p.m.

BOD REGULAR MEETING MINUTES – JANUARY 24, 2018

XVIII. PUBLIC COMMENT: Nitin Bhakta of Summit Engineering provided an overview of the pavement management/preservation plan and presented a copy of the plan and traffic study to the Board of Directors.

XIX. MEETING ADJOURNED: 9:14 P.M.