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## **SPRING CREEK ASSOCIATION**

### **BOARD OF DIRECTORS REGULAR MEETING MINUTES**

Spring Creek Association ("SCA") Board of Directors  
Wednesday, October 23, 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 UPDATE FROM CC COMMUNICATIONS' PLANS FOR FIBER BUILD IN SPRING CREEK. *NON-ACTION ITEM***

Mark Feest, CC Communications, provided an update on their plans for fiber build in Spring Creek. He noted the plan is not dependent on CC Communications being selected by the Board as part of the Broadband Enhancement RFI process. He stated they are currently negotiating with WanRack and tightening their timeline. They hope to start the permitting process in November or December.

**III. REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH SAFELINK REGARDING FIBER INTERNET SERVICES. *FOR POSSIBLE ACTION***

SCA President Bahr stated that a Memorandum of Understanding (MOU) with Safelink had been drafted but neither side has agreed to the MOU. They hope to have a final MOU to bring before the Board for approval at the next meeting.

Safelink provided an update on the fiber internet service to Spring Creek. They noted they are escalating their timeline to begin construction this year, stating the weather will determine how far they get.

No action was taken.

**IV. REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF A CONTRACT EXTENSION AND POSSIBLE CHANGES FOR RICK LONGHURST, GOLF PRO. *FOR POSSIBLE ACTION***

Treasurer Austin-Preston stated Rick Longhurst has requested changes to his contract including an increase in salary from \$48,000.00 to \$60,000.00 and an increase in the percentage of revenue from green fees, cart rentals, and annual passes from 5% to 10%.

Public Comment:

Steve Trainer, Tract 100, asked why we need a Golf Pro, and if anyone is tracking the utilization.

SCA President Bahr stated the statistics are included in the Board packet and the Association would be happy to provide a copy of that information to him.

Rick Longhurst, Golf Pro, noted that 80 percent of golf courses have a golf pro trained in the business. He has his certification and is a leader in the industry.

Kevin Martindale, Tract 100, asked if there is a write up to justify a 20% increase, noting it was a pretty good amount of money.

Rick Longhurst, Golf Pro, stated he came on for less when he started and a base salary at \$60,000.00 is where it should be.

Member Featherston noted the increase in money brought in by having Rick as the Golf Pro increased profits by 40 percent.

Member Young noted it was a bad year, and he outperformed on a bad year.

Member Park noted there was an increase in non-property owners using the golf course.

SCA President Bahr stated the Board reviews all of the information before giving an increase.

The Board discussed the contract terms, increase in salary, and increase in revenue from green fees, cart rentals, and annual passes.

Chair Park moved/Member Young seconded to approve the modifications to extend the contract for Rick Longhurst, Golf Pro to December 31, 2022 with an option for (1) one additional year; an increase in percentage from 5% to 10% on any sales over the 2017 baseline on golf cart rentals, annual passes, and green fees; and an increase in salary to \$60,000.00. Motion carried (7-0).

**V. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FROM TARYN AND MICHAEL HARP, CARRY ON WITH STYLE SALON AND SPA, REGARDING THEIR INVESTING FUNDING FOR A RENOVATION AND POSSIBLE LEASE OF THE OLD CLUBHOUSE TO CONDUCT A BUSINESS AS A SALON, SPA AND BARBER SHOP.**  
**FOR POSSIBLE ACTION**

President Bahr gave an overview of the request and stated that there were 11 events held in the Old Clubhouse over the past year totaling less than \$1000.00.

Taryn Harp presented her proposal to the Board and stated they are requesting the option to lease the Old Clubhouse building and add a luxury salon and spa to the golf course. They are willing to put \$100,000.00 to \$150,000.00 into the building for renovations. They would like to have weddings, bring groups in, and have packages with golf course. They are requesting a 3 to 5 year lease to allow them to recover their investment. Any upgrades would revert back to Association at no cost to the Spring Creek Association.

Vice Chair Hannum asked what is included with renovations. Michael Harp responded that there would be new flooring, new heating, renovation of the bathrooms, new windows, French doors, repairs to roof, and plumbing for stations. They will also update any electrical that is required for code. Taryn Harp noted they would include handicap accessibility in the renovations. Taryn Harp also stated they checked with Elko County regarding the zoning and the building is grandfathered in which will allow them to use it for the proposed business.

Member Featherston moved/Member Reed seconded to direct staff to proceed with writing a contract for use of the Old Clubhouse building for Taryn and Michael Harp with Carry on with Style Salon and Spa. Motion carried (7-0).

**VI. REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF MODIFICATIONS AND AN EXTENSION TO THE AGREEMENT WITH COOKS FIRE OVEN AND GRILL.**

***FOR POSSIBLE ACTION***

President Bahr provided an overview of the request and noted that Cooks Fire Oven and Grill is requesting a 7 year extension and first right of refusal at the facilities.

Ericia Cook and Sarrah Urbahn thanked the Board for the lights in the parking lot and the heaters on the outside deck. They voiced their concerns about their storage space and office space at the Old Clubhouse building if the Board decides to allow the salon and spa to use the space. They stated they would like to put in an ATM and buy new patio furniture for the Old Clubhouse Patio. They have also been bringing in entertainment every weekend. Ericia stated they are working on replacing the wood fire oven that broke. They won top 3 in the Elko Daily Free Press Reader's Choice categories.

Public comment:

Rick Longhurst, Golf Pro stated he has worked well with them the last 2 years and it has been awesome. He requested that they have more seating arrangements.

Matt Shirley, Tract 100, stated they came to opening night, and have been coming ever since. They come up here frequently and bring people from Elko with them.

Andrea Shirley, Tract 100, stated they are huge supporters of Cooks Fire Oven and Grill. They have good food, good service, and help the community a lot.

The Board discussed the extension, exclusivity, and an increase in hours on Friday and Saturday nights.

Attorney McConnell suggested that staff work with Cooks Fire Oven and Grill and come back with a final proposal for Board approval at the next Board of Director's meeting on November 13, 2019.

No action was taken.

**VII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING AN ACTION PLAN AND COMMUNITY INPUT FOR NEXT STEPS FOR THE HORSE PALACE.**

***FOR POSSIBLE ACTION***

President Bahr stated they are requesting Board direction on moving forward with horse palace including an action plan for the Horse Palace.

Public Comment:

Patty Fox, Tract 400, stated she has used the horse palace for 40 years. It is being run better now and it's a wonderful amenity. There is so much that can be done with it. She noted she heard a playground is going in outside at the Horse Palace, and she has safety concerns regarding that. She stated she has not been able to ride on the greenbelt for trapping reasons. She would like the Board to keep the Horse Palace amenity.

President Bahr noted the trapping on the greenbelt is temporary.

Lisa Stugelmayer, Tract 100, stated she moved here to be able to use the Horse Palace and never wants to see it shut down. She would like to see them follow through with upgrading the amenity. The dust was kept down during the summer and she hopes that they will continue to do that in the winter.

Chair Park read an email received from Michael Mitchel, Tract 400, which requested that the Board do a cost benefit analysis to consider the probable increase in use and revenue that would or could result from a major fix-up and whether the Association could come out even financially from that expense. The analysis should consider what would be lost both in potential benefit from repairs and what current uses and benefit would be lost to the Association if the building is demolished.

Steve Trainor, Tract 100, stated that his friends and neighbors don't have horses but it's good for the people that do.

Member Featherston moved/Member Plaster seconded to move forward with an action plan for the Horse Palace and directed staff to get input from the community. Motion carried (7-0).

**VIII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE PURCHASE OF SAND FOR THE 2019/2020 WINTER SEASON. *FOR POSSIBLE ACTION***

The Board discussed the types of sand required for the job.

Vice Chair Hannum moved/Member Reed seconded to approve the purchase of sand from Vega Construction in the amount of \$34,620.00. Motion carried (7-0).

**IX. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE PURCHASE OR PARTS TO REPAIR THE 2006 CAT BACKHOE REAR END. *FOR POSSIBLE ACTION***

Vice Chair Hannum moved/Member Reed seconded to purchase parts to repair the 2006 CAT Backhoe rear end. Motion carried (7-0).

**X. REVIEW AND DISCUSSION OF THE 2020 PROPOSED BUDGET. *NON-ACTION ITEM***

Treasurer Austin-Preston presented the 2020 proposed budget to the Board, noting the Board would need \$4.00 in assessments or cuts in the amount of \$270,000.00 to balance the budget.

Public Comment:

Steve Trainor, Tract 100, is amazed what the Association has done with the extra money.

Kevin Martindale, Tract 100, asked if there are other positions that the Association can offer as volunteer work.

President Bahr stated he Association has tried the volunteer option before and the Association uses the conservation camp for certain projects.

No action was taken.

**XI. COMMITTEE OF ARCHITECTURE**

**A. REPORTS**

***NON-ACTION ITEM***

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No report was provided.

**B. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 301 ASHFORD PL (109-008-034) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since June 2019. This item was on the September 10, 2019 COA agenda and the Committee voted to table the item to the COA Meeting on October 8, 2019. This item was on the October 8, 2019 COA agenda and the Committee voted to uphold the \$200.00 fine and refer the property at 301 Ashford Place to the Board of Directors for further action.

Member Plaster moved/Member Reed seconded to refer the property at 301 Ashford Place to legal counsel for further action and uphold the \$200.00 fine. Motion carried (7-0).

**C. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 366 COUNTY CLUB LN (106C-004-020) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since May 2019. This item was on the September 10, 2019 COA agenda and the Committee voted to table the item until the COA Meeting on October 8, 2019 to allow the property owner to bring the property into compliance. This item was on the October 8, 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. The property owner was not present at that meeting.

Member Plaster moved/Member Featherston seconded to refer the property at 366 Country Club Lane to legal counsel for further action and uphold the \$200.00 fine. Motion carried (7-0).

**D. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 797 SPRING VALLEY PKWY (202-005-009) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since May 2019. There has been no contact from the property owner. This item was on the October 8, 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.

Vice Chair Hannum moved/Member Featherston seconded to refer the property at 797 Spring Valley Parkway to legal counsel for further action and uphold the \$200.00 fine. Motion carried (7-0).

**E. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REFER COA VIOLATION AT 860 SPRING VALLEY PKWY (202-020-030) TO LEGAL COUNSEL FOR FURTHER ACTION AND OR OTHER ACTION CONSISTENT WITH COA RULES.**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since April 2019. There has been no contact from the property owner. This item was on the October 8, 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 Featherston seconded to refer the property at 860 Spring Valley Parkway to legal counsel for further action and uphold the \$200.00 fine. Motion carried (7-0).

**XII. APPROVAL OF MINUTES:**

***FOR POSSIBLE ACTION***

**A. September 25, 2019 Regular Meeting Minutes**

Member Popp moved/Member Young seconded to approve the September 25, 2019 Regular Meeting Minutes. Motion carried (7-0).

**XIII. ACCEPT SEPTEMBER 2019 ASSESSMENT AND LEGAL RECEIVABLE REPORTS.**

***FOR POSSIBLE ACTION***

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

**XIV. ACCEPT SEPTEMBER 2019 FINANCIAL REPORTS.**

***FOR POSSIBLE ACTION***

Member Reed moved/Member Plaster moved to accept the September 2019 Financial Reports. Motion carried (7-0).

**XV. MEETING SCHEDULE**

***NON-ACTION ITEM***

The next Regular Board of Directors meeting is scheduled for Wednesday, November 13, 2019 at 5:30pm

**XVI. PUBLIC COMMENT**

***ACTION SHALL NOT BE TAKEN***

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No public comment was received.

**XVII. ADJOURNMENT**

The meeting adjourned at 7:53 p.m.