

Sky Meadows Ranch & Country Club
Board of Trustees Meeting
Saturday April 19, 2008
Un-approved Minutes

The meeting of the Board of Trustees of Sky Meadows Ranch & Country Club was held in the cabana. A quorum was present and the meeting was called to order at 9:03am.

1. Board Members Present: Bob Swenson, Colin Ferrin, Steve Locati, Trent Ely, Bob Poole, Kris Johnson, Peggy Locati

2. Board Members Absent: Dale DeGour

3. Presidents Remarks:

- 1) Bob passed two letters to Architectural Control Committee Chairman, Colin Ferrin from two members in regards to a neighbor dispute. The dispute is all on private property.
- 2) *Motion Swenson/Ely to confirm Peggy Locati as Treasurer.*
 - a) Member Joyce Munson expressed protests to the nomination which resulted in much discussion.
 - b) *Passed 5 to 3. (Vote includes Degour's prior written proxy vote.)*

4. Minutes:

- 1) *Motion Peggy/Steve to approve last minutes.*
 - a) Discussion; Kris requested that the minutes include the name of the board member making the comments. The Secretary agreed to do his best to capture whether the comments are made by the committee chair.
 - b) Suggestion was made by a member that the meetings be recorded to support the minutes.
 - c) *Motion to approve minutes passed unanimously.*
- 2) A member brought up a concern about the proposal to hire a part time manager rather than have a board member and volunteers be the supervisor and project manager.
 - a) Bob Poole explained the position.

5. Caretaker's Report:

- 1) Harold reported that Arcadia drilling came up and looked at Lot1C1 and agreed that it was a good potential well site. They will be providing a cost estimate.
- 2) Harold reminded all that Sleds and trailers have to be out by the first of May.
 - a) *Motion Poole/Steve Locati to extend the deadline to June 1 for removing Sleds and Trailers from parking and meadow areas.*
- 3) Meter reading and subsequent water usage billing is temporarily postponed due to amount of snow remaining.
- 4) Harold reported water production is low for this time of year probably as a result of the aquifers are not re-charging as fast due to the slow snow melt and lack of rain.

- 5) Harold expressed his support for the firefly electronic meter device installations providing we have the funding.
- 6) Harold reported that he is going to employ a listening device to attempt to locate leaks on Gunther loop. Evergreen Rural Water Association provides the service at no charge.
- 7) Harold was asked about the winterizing of winter equipment. Bob Poole offered to take charge of making sure that end of season service and storage preparation is performed correctly.
- 8) Bob Poole and Bob Swenson asked that the car port be cleaned out to store Sky Meadows vehicles, lawn and other miscellaneous equipment. Also that the area around/behind the workshop be cleaned up.
- 9) Diane asked about taking the Bronco to Yakima for supplies. Steve agreed to make sure we have the proper insurance for the vehicle so it can be driven on the open road.

6. Architectural Chairman Report

1) Review of proposed Architectural and Land Use Policy;

- a) Temporary Fencing clause was discussed and amended.
 - b) Horse pasturing clause was discussed and amended.
 - c) Amendment to proposed policy was proposed under Meadows and Common Properties as follows; *Buildings and grounds will be maintained in a clean, slightly condition at all times. This includes but is not limited to litter, junk, trash, fire-wise debris, logs, land clearing debris, non operational vehicles and equipment and old/abandoned building materials or any other waste. Common properties will not be used as a dumping ground. Neatly stacked wood / logs for the purpose of heating is acceptable. Any lot owner not adhering to this Meadow and Common Properties policy will be notified by the Association of their violation. The lot owner will be charged the cost of cleanup, removal and a fine of \$250. The lot owner will have 30 days from the time of billing to pay the charges. If after 30 days the charges have not been paid a lien may be placed on the lot. The Association Board may in writing authorize Firewise Yard Waste to be centrally collected for disposal.*
 - d) Tree removal guidelines were discussed and the verbiage was amended regarding trees allowed to be removed without ACC approval to 6 inches.
 - e) Driveway architectural requirements were discussed.
- 2) Collin reported that he has three requests for new construction plan approvals.
 - 3) Collin reported that 30 days is the mandated response time for Architectural Control Committee approval.
 - 4) Discussion occurred regarding Architectural Control Committee guidelines set forth in the new policy. The policy states that there shall be a minimum of 3 members of the Architectural Control Committee; a minimum of two board members and a minimum of one non board member. Bob Poole volunteered to serve on the committee with Colin as the board member and Andy Hansen volunteered to be the non trustee committee member.
 - 5) The Corral and Grazing policy proposals were discussed. After much discussion regarding the use of temporary fencing and the goal of more attractive permanent fencing, the goal of making a plan to propose a fencing solution was discussed.
 - 6) *Motion Steve/Peggy to adopt Architectural Control and Land Use Policy ARCH-01 as amended. Unanimous.* Per procedure a ratification vote will occur at the next meeting.
 - 7) Work will continue regarding the to-be proposed Corral Policy.

7. Water Chairman Report

- 1) Trent reported the costs associated with the proposed Firefly Electronic meter device system.
- 2) Bob Swenson produced a draft Water System Plan Worksheet outlining anticipated Income and Expenses in regards to the water system.
- 3) Discussion occurred regarding the leak detection ability and saving of man hours searching for leaks and large amount of water loss and associated water processing costs as a result of not being able to isolate leaks rapidly.
- 4) It was suggested by a member that we contact another water association which uses the Firefly system to see how it is working. Trent and Bob Poole stated they would take action on contacting a subdivision or municipality for a reference.
- 5) Trent asked Harold if we implement the Firefly system whether he is willing to extend the right to drill on Lot 1C1 for an additional year.
- 6) Bob Swenson discussed the possibility of applying for grant funding for the water measuring devices with the Kittitas County Conservation District. Trent agreed to apply for this grant.
- 7) Trent discussed new applications for water upgrades which he has received. Trent asked if, since he has so few applicants, whether he could approve a pending applicant which is anxious to start construction.
- 8) *Motion Trent/Peggy to approve water upgrade for the 3 applications currently submitted. Unanimous.*
- 9) Trent inquired as to whether he is authorized to make the expenditures to acquire the 5,000 gallon tank for replacement of the sawmill water storage tank. The board reported that it was approved at a prior meeting so he is good to go.
- 10) *Motion Peggy/Trent to amend Water Service upgrade policy to reflect the correct allocation allowances. Unanimous.* Per procedure a ratification vote will occur at the next meeting.

8. Roads and Parking:

- 1) Poole reported we currently have \$5371.00 in pledges and cash for the groomer fund. They are narrowing in on a purchase proposal that would include selling our current old groomer. The fund raising needs to continue to raise more money for this effort.
- 2) Road Dust Control will be a little more expensive this year due to the increased cost of the product used.
- 3) Poole will arrange an option for individuals whose properties are on secondary roads to apply gravel at their expense if they are having dust control product applied. A plan will be presented at the next meeting with information to be sent out in the newsletter.
- 4) Bids for discussion of chip sealing or paving Casassa Road need to be obtained yet. This year we will most likely maintain the road in the same fashion we did last year and bank some funds to complete this paving.

9. Treasurers Report:

- 1) *Motion Peggy/Poole to approve Checks Numbered 8760 through 8782. Unanimous.*
- 2) Assessment and Fee Policy was discussed. Peggy reported that our current process for filing liens, conducting property transfer investigations and lack of interest charging on

overdue billings was not covering our bookkeeping and lien filing expenses. She introduced a proposed update to the Assessment, Service Charges and Utility Charges Policy, FIN-03, changing the lien fee to \$150, the property transfer fee to \$300 and 1.5% per month interest fee on unpaid bills. Also introduced was amending the Waste Management billing to occur twice per year beginning in September 2008. Currently the entire charge is billed in September; the charge would now be split and billed twice per year. No increase to annual Waste Management Fee was presented.

3) *Motion Peggy/Poole to approve proposed Assessment and Fee Policy, FIN-03. Unanimous.* Per procedure a ratification vote will occur at the next meeting.

10. Buildings and Grounds:

- 1) Kris reported that the Building and Grounds account was \$3997.87. These funds are from the Bunkhouse and Cabana rentals and are used for lodge, bunkhouse and cabana supplies and miscellaneous items.
- 2) Poole suggested we use a concrete leveling compound to repair the concrete which has degraded.
- 3) Bob Swenson brought up for discussion the proposed safety berm project in the lower meadow. Poole gave an update on the plan including a proposal to designate an area for snowmobile through traffic only along the road side. Material moved from the expansion of the middle lot will be used for the berm. He is setting July as the completion time for these projects.
- 5) The Project list was shared so that Project Leaders can notify Robin for Newsletter publication of dates and times of activities where volunteers are needed.
- 6) Bob Poole reported that replacing the decking at the pool project will begin on May 10. May 10 is also the lower meadow cleanup party. Volunteers are needed to help with these projects.
- 7) Harold was asked to level the 'Thomson' sign in the lower meadow. The ground obviously has shifted.

11. Fire and Safety:

- 1) No yard waste/fire-wise debris is to be dumped in the lower meadow. Harold will put a sign up and post on the reader board.

12. Member Input:

- 1) The board was reminded that they agreed at a prior meeting to furnish financial statements and check details.

13. Old Business:

- 1) Steve provided an update to the conclusion of the Pedersen lawsuit. The order was entered on April 8. The Order is online at our web site under Resources. The treasurer will provide the cost Sky Meadows absorbed for this lawsuit.
- 2) Bob Swenson reported we have the cameras and DVR recorder for the web cam and security system which will be installed when spring actually arrives. We also have the weather station and it will be included and become available on the web site.

3) Insurance Carrier requirements were discussed. Steve reported that we must develop a system for requiring guests to be signed in so that we can be diligent about ensuring all individuals recreating at Sky Meadows are members or their guests.

4) Kris expressed her change of heart and disapproval of the current initiative to hire a part time manager. Bob Poole explained that we have attempted to reach out to find someone to manage the paperwork and job priorities on a part time basis.

14. Adjourn to executive session

*1) Motion Peggy/Poole to adjourn to executive session at 1:51 PM. Unanimous.
Adjourned to executive session at 1:51 PM.*

15. Adjourn executive meeting & resume regular meeting

1) Call to order of executive session at 1:58 P.M.

2) *Motion to adjourn Executive Session to regular meeting, Swenson/Poole at 2:05 PM.*

16. Adjournment February meeting

1) Motion Swenson/Poole to adjourn regular meeting at 2:05 PM. Unanimous

**Respectfully Submitted,
Steve Locati, Secretary**